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RESOLUTION AUTHORIZING THE FOLLOWING THREE MUNICIPAL AGREEMENTS FOR PUBLIC FACILITIES PROJECTS AND ONE AGREEMENT FOR AN HISTORIC PRESERVATION PROJECT USING RE-PROGRAMMED COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FROM NOVEMBER 7, 2012 TO NOVEMBER 6, 2013:

<u>SUBRECIPIENT</u>	<u>TOTAL CONTRACT AMOUNT</u>
BOROUGH OF GLASSBORO	\$24,100.00
BOROUGH OF WOODBURY HEIGHTS	\$43,169.00
BOROUGH OF CLAYTON	\$39,149.00
HISTORICAL & EDUCATIONAL LODGE-HALL PRESERVATORY, INC.	\$25,000.00

WHEREAS, the County is entitled to Community Development Block Grant Entitlement Funds to be used in conjunction with a Community Development Program as specifically set forth in a Community Development Consolidated Plan submitted to the U.S. Department of Housing and Urban Development; and

WHEREAS, the County, as applicant has primary responsibility for administering the Program and in conjunction with its Application, has provided certain assurances and certifications to HUD as required by the Act and by HUD; and

WHEREAS, the County, pursuant to the provisions of 24 CFR 570, may delegate authority for the implementation of certain Community Development Activities pursuant to the application to the municipalities and organization located within the County; and

WHEREAS, each municipality/organization has proposed the following activities to be carried out pertinent to an approved Public Facilities Project with the use of re-programmed CDBG funds:

- **Borough of Glassboro** for the installation of ADA compliant curb cuts borough wide in the amount of \$24,100.00, pursuant to C.A.F. #12-09765 which amount shall be charged against line item T-03-08-611-170-21206; and
- **Borough of Woodbury Heights** for the reconstruction of Lake Avenue and ADA curb cuts from Grand Avenue to Walnut Avenue in the amount of \$43,169.00, pursuant to C.A.F. #12-09676 which amount shall be charged against line item T-03-08-611-170-21223; and
- **Borough of Clayton** for flood drainage improvements and road reconstruction at Costill Avenue and N. Dennis Drive in the amount of \$39,149.00, pursuant to C.A.F. #12-09674 which amount shall be charged against line item T-03-08-611-170-21201; and
- **Historical & Educational Lodge-Hall Preservatory, Inc.**, for the roof rehabilitation of Mt. Zion AME Church in Woolwich Township in the amount of \$25,000.00, pursuant to C.A.F. #12-09673 which amount shall be charged against line item T-03-08-611-170-21226.

WHEREAS, each Agreement shall be for a term commencing November 7, 2012 and terminating November 6, 2013.

NOW, THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of Gloucester that the Freeholder Director and Clerk of the Board be and are hereby authorized to execute the agreements with various municipalities/organization to administer re-programmed CDBG funds each for a period of one year, beginning November 7, 2012 and ending November 6, 2013 as follows:

- **Borough of Glassboro** for the installation of ADA Compliant Curb Cuts Borough Wide for a total contract amount of \$24,100.00;
- **Borough of Woodbury Heights** for the reconstruction of Lake Avenue and ADA curb cuts from Grand Avenue to Walnut Avenue for a total contract amount of \$43,169.00;
- **Borough of Clayton** for flood drainage improvements and road reconstruction at Costill Avenue and N. Dennis Drive for a total contract amount of \$39,149.00;
- **Historical & Educational Lodge-Hall Preservatory, Inc.**, for the roof rehabilitation of Mt. Zion AME Church in Woolwich Township for a total contract amount of \$25,000.00.

ADOPTED at a regular meeting of the Board of Chosen Freeholders of the County of Gloucester, State of New Jersey held on November 7, 2012 at Woodbury, New Jersey



COUNTY OF GLOUCESTER

ROBERT M. DAMMINGER, DIRECTOR

ATTEST:

ROBERT N. DIELLA, CLERK

B4

HUD GRANT NO: B-12-UC-34-0109
AMOUNT: **\$24,100.00**
GC AGREEMENT NO: CD-12-PF#1

**AGREEMENT
FOR USE OF
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
BETWEEN
GLOUCESTER COUNTY, NEW JERSEY
AND
BOROUGH OF GLASSBORO**

THIS AGREEMENT, made and entered into on the 7th day of **November, 2012** by and between **COUNTY OF GLOUCESTER**, a political subdivision of the State of New Jersey acting by and through its duly elected Board of Freeholders, hereinafter referred to as the County”, and the **BOROUGH OF GLASSBORO**, a Gloucester County Public Service Subrecipient, hereinafter referred to as the “Subrecipient,” located within the confines of Gloucester County, New Jersey, and/or serving CDBG-eligible residents of Gloucester County;

WITNESSETH:

WHEREAS, the County has received a **FFY 2012** Community Development Block Grant, hereinafter referred to as “CDBG” under Title I of the Housing and Community Development Act of 1974, as amended, to carry out various housing and community development activities in its unincorporated areas and in municipalities participating in the County CDBG Program; and

WHEREAS, CDBG funds from Federal **PY2012/2013** CDBG funding has been appropriated by the Gloucester County Board of Chosen Freeholders for award to the Subrecipient for the implementation of activities determined to be CDBG eligible by the County; and

WHEREAS, the Subrecipient agrees to assume certain responsibilities for the implementation of its CDBG assisted activities, and certifies that it will comply with the applicable certifications contained in Exhibit 1; with the Scope of Service provided in Exhibit 2; with any amendment to this Agreement, included as Exhibit 3; with the Lease Agreement requirements included as Exhibit 4, if applicable; and, with the property use requirements included as Exhibit 5, if applicable.

NOW, THEREFORE, the parties hereunto do hereby agree as follows:

1. **Use of Funds** – The Subrecipient shall expend all or any part of its CDBG allocation only on those activities contained in the Scope of Services of the Agreement, which activities the Gloucester County Community Development Program shall determine to be eligible for CDBG funds, and shall notify the Subrecipient in writing, via this Agreement and/or subsequent amendments to this Agreement, of such determination of eligibility. Such CDBG funds provided through this Agreement must be fully expended not later than November 6, 2013.

Subrecipient shall be paid in accordance with this Agreement upon receipt of an invoice and a properly executed voucher. After approval by County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Subrecipient shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Agreement.

2. Set-Off - Should Subrecipient either refuse or neglect to perform the service that Subrecipient is required to perform in accordance with the terms of this Agreement, and if expense is incurred by County by reason of Subrecipient's failure to perform, then and in that event, such expense shall be deducted from any payment due to Subrecipient. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.
3.
 - A. Uniform Administrative Requirements – The Uniform Administrative Requirements, as promulgated in 24 CFR Chapter V [Subpart J] at 570.502, shall apply to all activities undertaken by the Subrecipient with CDBG assistance provided via this Agreement and any subsequent amendments.
 - B. Other Program Requirements – The Subrecipient shall comply with all the requirements of 24 CFR Chapter V [Subpart K] at 570.600 – 570.614, as applicable to the Subrecipient's activity(s).
4. Procurement – The Subrecipient shall be responsible for procurement of all supplies, equipment, services, and construction necessary for implementation of its activity(s). Procurement shall be carried out in accordance with the “Common Rule” provisions for governmental entities (24 CFR Part 85) or with the “Common Rule” provisions for non-profit organizations (24 CFR Part 84), the procurement requirements of the Subrecipient, and all provisions of the CDBG Regulations [24 CFR Part 570].

The governing board of the Subrecipient shall formally adopt written procurement procedures which are at least as restrictive as those required in the aforementioned regulations [24 CFR Part 84 or 24 CFR Part 85, as applicable, and 24 CFR Part 570] and shall provide a copy of said procurement procedures and evidence of governing board adoption to the County at the time that this Agreement shall be returned to the County for signature by the Director of the Gloucester County Board of Chosen Freeholders.

The Subrecipient shall prepare, or cause to be prepared, all advertisement, negotiations, notices, and documents; enter into all contracts; and conduct all meetings, conferences, and interviews as necessary to insure compliance with the above described procurement requirements.

5. “Force Account” Work – The Subrecipient may undertake public facility construction or renovation activities using municipal labor and equipment. Eligible costs of labor and equipment may be reimbursed by the County to the Subrecipient using CDBG funds, based upon submission of proper and acceptable invoice(s) and documentation of all costs, as prescribed by the County.

6. Record Keeping/Reporting

A. Financial Record Keeping

The Subrecipient shall maintain records of expenditures of all CDBG funds it receives, such as reports to be maintained in accordance with OMB Circulars A-87, A-110, A-122, A-133 and with the “Common Rule” provisions (24 CFR Parts 84 and 85), as applicable. The Subrecipient shall also maintain program and financial records documenting the eligibility, attendance, provision of services, and Subrecipient expenses relative to the clients receiving services as a result of assistance provided through the CDBG Program. All records shall be made available, upon County request, for inspection(s) and audit(s) by the County, or by its representatives. If a financial audit(s) determines that the Subrecipient has improperly expended CDBG funds, resulting in the disallowance of such expenditures by the County and/or by the U.S. Department of Housing and Urban Development, the County reserves the right to recover from the Subrecipient other non-CDBG monies to fund such disallowed CDBG expenditures. Audit procedures for the Gloucester County CDBG Program are specified in Section 19 of this Agreement.

B. Programmatic Record Keeping/Reporting

For limited clientele (including “Direct Services” and “Presumed Benefit”) activities the Subrecipient shall provide, on a monthly basis, sufficient information to the County on services carried out for all persons served and on CDBG eligible persons served by activities receiving CDBG

assistance under this Agreement. The purpose of the monthly reporting is to enable the County to prepare and submit periodic and annual reports to the U.S. Department of Housing and Urban Development. These Subrecipient-prepared reports shall be submitted in a format provided by the County [See Exhibit 2, if applicable to this Agreement] and at a time no later than the 15th calendar day of each month of each year until all CDBG funds for the activity(s) shall be fully expended, plus five (5) years. The five-year reporting period should not be confused with the "continued use" provisions of this agreement, as specified in Exhibit 2, "Scope of Services." The County shall provide reporting forms and technical assistance to the Subrecipient on the procedures to be followed to collect and report these programmatic data.

7. Subrecipient's Obligation – The Subrecipient shall be responsible for carrying out its actions in accordance with the certifications contained in Exhibit 1 of this Agreement. The Subrecipient shall take all necessary actions to comply with the requirements of the certifications/assurances in Exhibit 1, and to comply with any requests by the County in this connection; it being understood that the County has responsibility to the U.S. Department of Housing and Urban Development for insuring compliance with such requirements. The Subrecipient will also promptly notify the County of any changes in the scope of services, budget, method of compensation contained in this agreement or character of the activity(s) assisted through this Agreement, and may only be made through a written Amendment to this Agreement, executed by the Subrecipient and Grantee.
8. "Hold Harmless" – The Subrecipient does hereby agree to release, indemnify, and hold harmless the County and its employees and agents, from and against all costs, expenses, claims, suits, or judgments arising from or growing out of any injuries, loss or damage sustained by any person or corporation, including employees of the Subrecipient and property of the Subrecipient, which are caused by or sustained in connection with the tasks carried out by the Subrecipient under this Agreement.
9. Indemnification - The Subrecipient shall indemnify and keep the County harmless against any claim, loss, liability, expense (including costs, counsel fees and/or expert fees) resulting from any negligent or intentional act committed by the Subrecipient.

The Subrecipient agrees that it shall give an authorized County representative prompt written notice of the filing of each such claim and the institution of each such suit or action.

10. Compliance with Laws and Regulations - County and Subrecipient agree that they will at their own cost and expense promptly comply with, or cause to be complied with, all laws, rules, regulations and other governmental requirements which may be applicable to its performance of the services described in this Agreement.
11. Insurance - At all times during the term of this Agreement, the Subrecipient shall maintain or cause to be maintained with responsible insurers who are authorized to do business in the State of New Jersey, or in such other manner as may be required or permitted by law, casualty, all-risk and comprehensive general liability insurance with respect to the services to be performed pursuant to this Agreement.
12. Funding – The County agrees to provide the Subrecipient with the CDBG funds in such amount as agreed upon in this Agreement to enable the Subrecipient to carry out its CDBG eligible activity(s). It is understood that the County shall be held accountable to the U.S. Department of Housing and Urban Development for the lawful expenditure of CDBG funds under this Agreement. Therefore, the County shall make no reimbursement of CDBG funds to the Subrecipient and draw no funds from HUD/U.S. Treasury on behalf of a Subrecipient activity(s), prior to having received proper invoice(s) and copies of supporting documentation from the Subrecipient for the expenses incurred, to insure that the Subrecipient has complied with all applicable regulations and requirements.
13. Environmental Clearance – The County shall be responsible for carrying out environmental reviews and clearances on all activity(s), where applicable, prior to having received proper invoice(s) and copies of supporting documentation from the Subrecipient for the expenses incurred, to insure that the Subrecipient has complied with all applicable regulations and requirements.

Funding provided through this Agreement is "conditionally approved" subject to the completion of the Environmental Review Process by the County. Notwithstanding any provision of this Agreement, the parties hereto agree and acknowledge that this Agreement does not constitute a commitment of funds or site approval, and that such commitment of funds or approval may occur only upon satisfactory completion of environmental review and receipt by the County of a release of funds from the U.S. Department of Housing and Urban Development under 24 CFR Part 58. The parties further agree that the provision of any funds to projects/activities included in this Agreement is conditioned on the County's determination to proceed with, modify or cancel the projects/activities based on the results of a subsequent environmental review.

The Subrecipient may not obligate or expend any funds provided through this Agreement until the County provides to the Subrecipient a "Notice to Proceed," which shall represent in part, the completion of the environmental review process, and the Release of Funds by HUD for the projects/activities contained in the Agreement.

14. Wage Rates (where applicable) – The County and the Municipal Engineer shall be responsible for the preparation of all requests for wage rate determinations on CDBG activities, on behalf of the Subrecipient. The Subrecipient shall notify the County prior to initiating any activity, including advertising for contractual services, which will include costs likely to be subject to the provisions of the Davis-Bacon Act and its implementing regulations. The County will provide technical assistance to the Subrecipient to ensure compliance with these requirements.
15. Technical Assistance – The County agrees to provide technical assistance to the Subrecipient in the form of oral and/or written guidance and on-site assistance regarding CDBG procedures. This assistance will be provided as requested by the Subrecipient, and at other times, at the initiative of the County or when the County provides new or updated CDBG Program Information to the Subrecipient.
16. Review Authority – The County shall have the authority to review any and all procedures and all materials, notices, documents, etc., prepared by the Subrecipient in implementation of this Agreement. The Subrecipient agrees to provide all information required by any person authorized by the County to request such information from the Subrecipient, for the purpose of reviewing the same.
17. Agreement Suspension and Termination – In accordance with the provisions of 24 CFR 85.43, or with the provisions of 24 CFR 84.60-62, suspension or termination of this Agreement may occur if the Subrecipient materially fails to comply with any term of this Agreement. The Agreement may be terminated for convenience in accordance with 24 CFR 85.44 or with 24 CFR 84.60-62. This Agreement may be terminated with or without cause by either party, hereto, by giving thirty (30) calendar days written notice of such termination. However, CDBG funds allocated to the Subrecipient under this Agreement may not be obligated or expended by the Subrecipient following such date of termination. Any funds allocated to the Subrecipient under this Agreement which remain un-obligated or unspent upon such date of termination shall automatically revert to the County.
18. Agreement Amendment(s) – This Agreement may be modified or amended by mutual agreement of the parties; however, no waiver, modification or amendment of any terms, conditions or provisions of this agreement will be valid, or of any force or effect, unless made in writing, approved by the respective parties' governing bodies and properly executed by the authorized representatives of the parties. All amendments to this Agreement shall be made a part of the Agreement by inclusion in Exhibit 3, which will be attached at the time of any amendments(s). If the Subrecipient seeks an amendment to this agreement, the request for such amendments shall be submitted in written form to the Gloucester County Community Development Program in a format prescribed by the Housing and Community Development Program. If an amendment to the Gloucester County Consolidated Plan is required, the Subrecipient shall be informed of such requirement and the steps required to effectuate such a Consolidated Plan amendment.

19. Termination Date – The termination date of this Agreement is **November 6, 2013**.

20. Program Income – If the Subrecipient generates any program income as a result of the expenditure of CDBG funds, the provisions of 24 CFR 570.504(c) shall apply, as well as the following specific stipulations:

- a. The Subrecipient acknowledges, by executing this Agreement, that it must notify the County of the receipt of any program income during the calendar month that such program income is generated.
- b. Any such program income must be paid to the County within seven (7) calendar days following the end of month in which the program is generated. Such payment to the County must include any interest or other earnings generated from the program income during the time the program income was in the possession of the Subrecipient.
- c. The Subrecipient further acknowledges, by executing this Agreement, that the County has the responsibility for monitoring and reporting to the U.S. Department of Housing and Urban Development (HUD) on the generation of any such program income. The Subrecipient acknowledges its responsibility for appropriate record keeping and reporting to the County on the generation and/or receipt of such program income.
- d. In the event of close-out or change in status of the Subrecipient, any program income that is on hand or received subsequent to the close-out or change in status shall be paid to the County within 30 calendar days of the official date of the close-out or change in status. The County agrees to notify the Subrecipient in writing, should close out or change in status of the Subrecipient occur and a result of changes in CDBG Program statutes, regulations, and/or instructions.

21. Audits

The Subrecipient agrees to comply with the requirements of:

- A. The “Government Auditing Standards, Standards for Audit of Governmental Organizations, Programs, Activities and Functions,” 1994 Revision or its successors, [“The Yellow Book”] issued by the Comptroller General, United States General Accounting Office.
- B. The “Single Audit Act of 1984” [P.L. 104-156], required that States, local governments and non-profit organizations which receive federal funds must have audits performed in conformance with the Single Audit Act, as amended, and with implementing Circulars issued by the Office of Management and Budget, Municipal entities must have their audits prepared consistent with the requirement of OMB Circular A-133, or its successor.

If the minimum monetary amount requiring the preparation of the Single Audit, as stated in Circular A-133, are not triggered, the Subrecipient shall provide to the Gloucester County Community Development Block Grant Office three (3) copies of its normal independent auditor’s report, as soon as practicable following the close of its normal independent auditor’s report, as soon as practicable following the close of its fiscal year, but not later than 9 months following the close of each such year. The independent audit which addresses the Community Development Block Grant funds received/expended by the Subrecipient shall, conform to the Gloucester County Audit Standards described in 19 - C of this Agreement.

- C. Gloucester County Audit Standards for CDBG Subrecipients Where Single Audit Act Requirements Do Not Apply.

Because the County is responsible for any grant funds provided to all Municipalities, any organization or cities which expend a total of more than \$100,000.00 but less than \$300,000.00 of CDBG funds in any fiscal year from this agreement, must have an independent audit of those

funds performed annually or shall follow procedures specified, herein, as if all funds were subject to the requirements below.

- 1) A statement by the executive financial official of the organization or city that they have read and adhered to the requirements of OMB Circular A - 1-33 and have met those requirements as they are applicable to their organization. This statement should be in written form and submitted to the County within thirty (30) calendar days following the end of the fiscal year of the Subrecipient;
- 2) All requests to the County for CDBG reimbursements shall be approved by an individual at least one level above the person who prepares the reimbursement request. If the reimbursement request is prepared by the Chief Financial Administrator of the organization, the request shall be approved by a Chairperson or other designated member of the organization's governing board;
- 3) For all CDBG requests for reimbursement, the invoice and accompanying copies of checks and other supporting documentation shall be submitted with the reimbursement request;
- 4) The County shall periodically perform reviews of Subrecipient's financial records and systems not less often than one time during Subrecipient's fiscal year, including the review of Agency records, at least annually, at the offices of the Subrecipient. This review should include procedures to request and verify documentation of all expenditures requested in a single reimbursement request;
- 5) Any appropriate corrective action for instances of noncompliance as a result of these program reviews has been taken within six (6) months of notification by the County that these reportable conditions exist;
- 6) At each fiscal year end, the Subrecipient shall submit to the County a financial statement prepared from the Subrecipient's financial records that presents the revenues received from the Gloucester County Community Development Block Grant Program and the expenditures for which these funds were used; and

The above procedures will provide the County's independent auditor with sufficient information to determine whether the Subrecipient has materially complied with the applicable laws and regulations, as they govern their programs. If any of the above procedures provide less information than is already required by this agreement, then the applicable procedures already stated in the agreement shall govern the Subrecipient's responsibilities to Gloucester County.

- D. The Subrecipient agrees to have its Single Audit or other independent audit performed in conformance with these Federally-required and Gloucester County stipulations, at its own cost and not payable with CDBG funds.
 - E. The Subrecipient further agrees to send a copy of its Single Audit Report or independent auditor's report to the Gloucester County Community Development Program as soon as practicable following the close of the Subrecipient's fiscal year, but in no case shall the audit report be submitted to the Gloucester County Community Development Program later than 9 months following the close of the Subrecipient's fiscal year which is the subject of the audit in question.
 - F. The County reserves the right to recover, from non-CDBG sources of the Subrecipient any CDBG expenses of the Subrecipient which are questioned or disallowed by the Subrecipient's independent auditor or by the County's independent auditor as a part of their review of the Subrecipient's audit.
22. The Subrecipient shall comply with all the applicable requirements of 24 CFR 570 [CDBG-R Regulations], the "Common Rule" [24 CFR Parts 84 and 85 – as applicable], OMB Circulars A-87, A-110, A-122, and A-133, as applicable. These documents are incorporated as a part of this Agreement by reference, herein. The referenced documents are also available from the Gloucester County Community Development Program, upon request.

23. **PERFORMANCE**

The Subrecipient, while utilizing these CDBG funds to increase capacity, services, or expansion of services for Low/Moderate Income households through those activities deemed eligible by HUD, will continue, on an on-going basis, to meet or exceed the performance goals as indicated in Exhibit 2 [Scope of Services]. Failure to maintain an adequate level of service or provide a quantifiable increase in services over the specified time period as defined by this agreement shall make the Subrecipient subject to various disciplinary actions that include, but are not limited to, the following: suspension or probation of current grant activities; termination of current grant agreement with CDBG funds being reimbursed to the County; and debarment from participating in future years CDBG application cycles until measurable improvement can be achieved and sustained.

IN WITNESS WHEREOF, the parties hereunto have affixed their signatures on the dates specified below:

BOROUGH OF GLASSBORO

COUNTY OF GLOUCESTER

(Signature)

(Signature)

By: _____
(Typed Name/Title)

By: **ROBERT M. DAMMINGER**, Freeholder Director
(Typed Name/Title)

Date: _____

Date: _____

ATTEST:

ATTEST:

(Signature)

(Signature)

BY: _____
(Typed Name/Title)

By: **ROBERT N. DILLELLA**, Clerk of the Board
(Typed Name/Title)

Date: _____

Date: _____

Approved by Resolution dated:

Approved by Resolution dated:

EXHIBIT 1
CERTIFICATIONS

EXHIBIT 1

COMMUNITY DEVELOPMENT BLOCK GRANT GRANTEE CERTIFICATIONS

In accordance with the Housing and Community Development Act of 1974, as amended, ("the Act") and with 24 CFR 570 of the Community Development Block Grant regulations, the Subrecipient certifies that:

- (a) It possesses legal authority to accept and execute a Community Development Block Grant award from the County;
- (b) Its governing body has duly adopted or passed, by at least a majority vote, as an official act a resolution, motion or similar action authorizing the acceptance of this grant for the purposes specified in the Agreement and directing and authorizing its appropriate personnel to execute and implement this Agreement and to provide to the County such additional information as may be required;
- (c) Provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blighted areas and of which funds are proposed to be used, and provides for participation of residents in low and moderate income neighborhoods, as defined by the County;
- (d) Provides citizens with reasonable and timely access to local meetings, information, and records relating to the Subrecipient's use of funds, as specified in this Agreement;
- (e) Provides for the public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for persons with disabilities;
- (f) Identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate;
- (g) The grant will be conducted and administered in compliance with:
 - 1. Title VI of the Civil Rights Act of 1964 (Public Law 88-352, 42 U.S.C. Sec. 2000d et seq.); and
 - 2. The Fair Housing Act (42 U.S.C. 3601-20);
- (h) It will affirmatively further fair housing;
- (i) It will carry out the activities specified in this Agreement consistent with the goals, objectives, and strategies of the Gloucester County Consolidated Plan;
- (j) It will not attempt to recover any capital costs of public improvements assisted in whole or in part with funds provided under section 106 of the Act or with amounts resulting from a guarantee under section 108 of the Act by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless:
 - 1. Funds received under section 107 of the Act are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under Title I of the Act; or
 - 2. For purposes of assessing any amount against properties owned and occupied by persons of moderate income, the grantee certifies to the Secretary that it lacks sufficient funds received under section 106 of the Act to comply with the requirements of subparagraph (1) above;
- (k) Its notification, inspection, testing and abatement procedures concerning lead-based paint will comply with 24 CFR Part 570.608;
- (l) It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, as required under 24 CFR Part 570.606.
- (m) It has adopted and is enforcing:
 - 1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
 - 2. A policy enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

(n) To the best of its knowledge and belief:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of any Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or and employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph (n) of this certification to be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly;

(o) It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about-
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance program's; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will;
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within thirty (30) calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted;

- (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1,2,3,4,5, and 6.
 8. The site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

BOROUGH OF GLASSBORO

1 South Main Street
Glassboro, N J 08028

GLOUCESTER COUNTY, NEW JERSEY

(p) It will comply with the other provisions of the Act and with other applicable laws.

Signature – President

Typed Name – President

Date

ATTEST:

Signature of Person Attesting Signature by President

Typed Name – Person Attesting Signature by President

Title – Person Attesting Signature by President

Date of Attesting Person's Signature

APPENDIX TO CDBG CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS

A. Lobbying Certification – Paragraph n

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification – Paragraph o

1. By signing and executing this Agreement, the Subrecipient is providing the certification set out in Paragraph (o).

2. The certification set out in paragraph (o) is a material representation of fact upon which reliance is placed when the County awards the grant. If it is later determined that the Subrecipient knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Work Place Act.

3. Workplaces under this Agreement shall be identified in this Agreement. Failure to identify all known workplaces constitutes a violation of the Subrecipient's drug-free workplace requirements.

4. Workplace identifications must include the actual address of building (or parts of buildings) or other sites where work under the grant takes place.

5. If the workplace identified to the County Changes during the performance of the grant, the Subrecipient shall inform the County of the change(s), if it previously identified the workplace in question (see paragraph three).

6. Definitions of terms in the Non-procurement Suspension and Debarment common rule and Drug-free workplace common rule apply to this certification. Municipal attention is called in particular, to the following definitions from these rules:

“Controlled substance” means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

“Conviction” means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charges with the responsibility to determine violations of the Federal or State criminal drug statutes;

“Criminal drug statute” means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

“Employee” means the employee of a Subrecipient directly engages in the performance of work under a grant provided through this Agreement, including: (i) All “direct Charge” employees; (ii) all “Indirect charge” employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are not on the Subrecipient's payroll. This definition does not include workers not on the payroll of the Subrecipient (e.g., volunteers, even if used to meet a matching requirement, consultants or independent contractors not on the Subrecipient's payroll; or employees of Municipalities or subcontractors in covered workplaces).

EXHIBIT 2

SCOPE OF SERVICES

EXHIBIT 2

SCOPE OF SERVICES

The following activities and/or projects shall be carried out by the Subrecipient, under the terms of this Agreement and its accompanying certifications and reporting requirements:

Agency: **BOROUGH OF GLASSBORO**
Activity Name: **Installation of ADA required Curb Cuts**
Activity Number: **CD-12-PF#1**

ACTIVITY DESCRIPTION

The total **PY 2012/2013 CDBG** budget for this activity shall not exceed **\$24,100.00**. The Agreement shall be effective on the date specified on Page 1 of this Agreement and terminate on **November 6, 2013**.

Agreement with the Borough of Glassboro to install 30 more ADA required curb cuts throughout the Borough of Glassboro. The Borough of Glassboro implemented an ADA Transition Plan in 2008. Since that time, the Borough has worked diligently to make the ADA Improvements indicated in the Plan. Curb Cuts are part of the plan and are one of the items that the Borough continually addresses specifically when we receive requests from the public. The Curb cuts indicated in the Borough of Glassboro's proposal are part of the Borough's ADA Plan and are also areas where they received requests by the tax payers to help make a life enhancement improvement in an area where there is a need for an ADA Barrier Free Improvement.

EXHIBIT 3

AGREEMENT AMENDMENTS

[Add Amendments if applicable]

EXHIBIT 4

LEASE AGREEMENT

[Add if applicable]

EXHIBIT 5

PROPERTY USE REQUIREMENTS

[Add if Applicable]

B4

HUD GRANT NO: B-12-UC-34-0109
AMOUNT: \$43,169.00
GC AGREEMENT NO: CD-12-PF#2

**AGREEMENT
FOR USE OF
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
BETWEEN
GLOUCESTER COUNTY, NEW JERSEY
AND
BOROUGH OF WOODBURY HEIGHTS**

THIS AGREEMENT, made and entered into on the 7th day of **November, 2012** by and between **COUNTY OF GLOUCESTER**, a political subdivision of the State of New Jersey acting by and through its duly elected Board of Freeholders, hereinafter referred to as the **County**", and the **BOROUGH OF WOODBURY HEIGHTS**, a Gloucester County Public Service Subrecipient, hereinafter referred to as the "Subrecipient," located within the confines of Gloucester County, New Jersey, and/or serving CDBG-eligible residents of Gloucester County;

WITNESSETH:

WHEREAS, the County has received a **FFY 2012** Community Development Block Grant, hereinafter referred to as "CDBG" under Title I of the Housing and Community Development Act of 1974, as amended, to carry out various housing and community development activities in its unincorporated areas and in municipalities participating in the County CDBG Program; and

WHEREAS, CDBG funds from Federal **PY2012/2013** CDBG funding has been appropriated by the Gloucester County Board of Chosen Freeholders for award to Subrecipient for the implementation of activities determined to be CDBG eligible by the County; and

WHEREAS, the Subrecipient agrees to assume certain responsibilities for the implementation of its CDBG assisted activities, and certifies that it will comply with the applicable certifications contained in Exhibit 1; with the Scope of Service provided in Exhibit 2; with any amendment to this Agreement, included as Exhibit 3; with the Lease Agreement requirements included as Exhibit 4, if applicable; and, with the property use requirements included as Exhibit 5, if applicable.

NOW, THEREFORE, the parties hereunto do hereby agree as follows:

1. Use of Funds – The Subrecipient shall expend all or any part of its CDBG allocation only on those activities contained in the Scope of Services of the Agreement, which activities the Gloucester County Community Development Program shall determine to be eligible for CDBG funds, and shall notify the Subrecipient in writing, via this Agreement and/or subsequent amendments to this Agreement, of such determination of eligibility. Such CDBG funds provided through this Agreement must be fully expended not later than November 6, 2013.

Subrecipient shall be paid in accordance with this Agreement upon receipt of an invoice and a properly executed voucher. After approval by County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Subrecipient shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Agreement.

2. Set-Off - Should Subrecipient either refuse or neglect to perform the service that Subrecipient is required to perform in accordance with the terms of this Agreement, and if expense is incurred by County by reason of Subrecipient's failure to perform, then and in that event, such expense shall be deducted from any payment due to Subrecipient. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.
3. A. Uniform Administrative Requirements – The Uniform Administrative Requirements, as promulgated in 24 CFR Chapter V [Subpart J] at 570.502, shall apply to all activities undertaken by the Subrecipient with CDBG assistance provided via this Agreement and any subsequent amendments.
B. Other Program Requirements – The Subrecipient shall comply with all the requirements of 24 CFR Chapter V [Subpart K] at 570.600 – 570.614, as applicable to the Subrecipient's activity(s).
4. Procurement – The Subrecipient shall be responsible for procurement of all supplies, equipment, services, and construction necessary for implementation of its activity(s). Procurement shall be carried out in accordance with the “Common Rule” provisions for governmental entities (24 CFR Part 85) or with the “Common Rule” provisions for non-profit organizations (24 CFR Part 84), the procurement requirements of the Subrecipient, and all provisions of the CDBG Regulations [24 CFR Part 570].

The governing board of the Subrecipient shall formally adopt written procurement procedures which are at least as restrictive as those required in the aforementioned regulations [24 CFR Part 84 or 24 CFR Part 85, as applicable, and 24 CFR Part 570] and shall provide a copy of said procurement procedures and evidence of governing board adoption to the County at the time that this Agreement shall be returned to the County for signature by the Director of the Gloucester County Board of Chosen Freeholders.

The Subrecipient shall prepare, or cause to be prepared, all advertisement, negotiations, notices, and documents; enter into all contracts; and conduct all meetings, conferences, and interviews as necessary to insure compliance with the above described procurement requirements.

5. “Force Account” Work – The Subrecipient may undertake public facility construction or renovation activities using municipal labor and equipment. Eligible costs of labor and equipment may be reimbursed by the County to the Subrecipient using CDBG funds, based upon submission of proper and acceptable invoice(s) and documentation of all costs, as prescribed by the County.
6. Record Keeping/Reporting
 - A. Financial Record Keeping

The Subrecipient shall maintain records of expenditures of all CDBG funds it receives, such as reports to be maintained in accordance with OMB Circulars A-87, A-110, A-122, A-133 and with the “Common Rule” provisions (24 CFR Parts 84 and 85), as applicable. The Subrecipient shall also maintain program and financial records documenting the eligibility, attendance, provision of services, and Subrecipient expenses relative to the clients receiving services as a result of assistance provided through the CDBG Program. All records shall be made available, upon County request, for inspection(s) and audit(s) by the County, or by its representatives. If a financial audit(s) determines that the Subrecipient has improperly expended CDBG funds, resulting in the disallowance of such expenditures by the County and/or by the U.S. Department of Housing and Urban Development, the County reserves the right to recover from the Subrecipient other non-CDBG monies to fund such disallowed CDBG expenditures. Audit procedures for the Gloucester County CDBG Program are specified in Section 19 of this Agreement.

- B. Programmatic Record Keeping/Reporting

For limited clientele (including “Direct Services” and “Presumed Benefit”) activities the Subrecipient shall provide, on a monthly basis, sufficient information to the County on services carried

out for all persons served and on CDBG eligible persons served by activities receiving CDBG assistance under this Agreement. The purpose of the monthly reporting is to enable the County to prepare and submit periodic and annual reports to the U.S. Department of Housing and Urban Development. These Subrecipient-prepared reports shall be submitted in a format provided by the County [See Exhibit 2, if applicable to this Agreement] and at a time no later than the 15th calendar day of each month of each year until all CDBG funds for the activity(s) shall be fully expended, plus five (5) years. The five-year reporting period should not be confused with the "continued use" provisions of this agreement, as specified in Exhibit 2, "Scope of Services." The County shall provide reporting forms and technical assistance to the Subrecipient on the procedures to be followed to collect and report these programmatic data.

7. Subrecipient's Obligation – The Subrecipient shall be responsible for carrying out its actions in accordance with the certifications contained in Exhibit 1 of this Agreement. The Subrecipient shall take all necessary actions to comply with the requirements of the certifications/assurances in Exhibit 1, and to comply with any requests by the County in this connection; it being understood that the County has responsibility to the U.S. Department of Housing and Urban Development for insuring compliance with such requirements. The Subrecipient will also promptly notify the County of any changes in the scope of services, budget, method of compensation contained in this agreement or character of the activity(s) assisted through this Agreement, and may only be made through a written Amendment to this Agreement, executed by the Subrecipient and Grantee.
8. "Hold Harmless" – The Subrecipient does hereby agree to release, indemnify, and hold harmless the County and its employees and agents, from and against all costs, expenses, claims, suits, or judgments arising from or growing out of any injuries, loss or damage sustained by any person or corporation, including employees of the Subrecipient and property of the Subrecipient, which are caused by or sustained in connection with the tasks carried out by the Subrecipient under this Agreement.
9. Indemnification - The Subrecipient shall indemnify and keep the County harmless against any claim, loss, liability, expense (including costs, counsel fees and/or expert fees) resulting from any negligent or intentional act committed by the Subrecipient.

The Subrecipient agrees that it shall give an authorized County representative prompt written notice of the filing of each such claim and the institution of each such suit or action.
10. Compliance with Laws and Regulations - County and Subrecipient agree that they will at their own cost and expense promptly comply with, or cause to be complied with, all laws, rules, regulations and other governmental requirements which may be applicable to its performance of the services described in this Agreement.
11. Insurance - At all times during the term of this Agreement, the Subrecipient shall maintain or cause to be maintained with responsible insurers who are authorized to do business in the State of New Jersey, or in such other manner as may be required or permitted by law, casualty, all-risk and comprehensive general liability insurance with respect to the services to be performed pursuant to this Agreement.
12. Funding – The County agrees to provide the Subrecipient with the CDBG funds in such amount as agreed upon in this Agreement to enable the Subrecipient to carry out its CDBG eligible activity(s). It is understood that the County shall be held accountable to the U.S. Department of Housing and Urban Development for the lawful expenditure of CDBG funds under this Agreement. Therefore, the County shall make no reimbursement of CDBG funds to the Subrecipient and draw no funds from HUD/U.S. Treasury on behalf of a Subrecipient activity(s), prior to having received proper invoice(s) and copies of supporting documentation from the Subrecipient for the expenses incurred, to insure that the Subrecipient has complied with all applicable regulations and requirements.

13. Environmental Clearance – The County shall be responsible for carrying out environmental reviews and clearances on all activity(s), where applicable, prior to having received proper invoice(s) and copies of supporting documentation from the Subrecipient for the expenses incurred, to insure that the Subrecipient has complied with all applicable regulations and requirements.

Funding provided through this Agreement is “conditionally approved” subject to the completion of the Environmental Review Process by the County. Notwithstanding any provision of this Agreement, the parties hereto agree and acknowledge that this Agreement does not constitute a commitment of funds or site approval, and that such commitment of funds or approval may occur only upon satisfactory completion of environmental review and receipt by the County of a release of funds from the U.S. Department of Housing and Urban Development under 24 CFR Part 58. The parties further agree that the provision of any funds to projects/activities included in this Agreement is conditioned on the County’s determination to proceed with, modify or cancel the projects/activities based on the results of a subsequent environmental review.

The Subrecipient may not obligate or expend any funds provided through this Agreement until the County provides to the Subrecipient a “Notice to Proceed,” which shall represent in part, the completion of the environmental review process, and the Release of Funds by HUD for the projects/activities contained in the Agreement.

14. Wage Rates (where applicable) – The County and the Municipal Engineer shall be responsible for the preparation of all requests for wage rate determinations on CDBG activities, on behalf of the Subrecipient. The Subrecipient shall notify the County prior to initiating any activity, including advertising for contractual services, which will include costs likely to be subject to the provisions of the Davis-Bacon Act and its implementing regulations. The County will provide technical assistance to the Subrecipient to ensure compliance with these requirements.
15. Technical Assistance – The County agrees to provide technical assistance to the Subrecipient in the form of oral and/or written guidance and on-site assistance regarding CDBG procedures. This assistance will be provided as requested by the Subrecipient, and at other times, at the initiative of the County or when the County provides new or updated CDBG Program Information to the Subrecipient.
16. Review Authority – The County shall have the authority to review any and all procedures and all materials, notices, documents, etc., prepared by the Subrecipient in implementation of this Agreement. The Subrecipient agrees to provide all information required by any person authorized by the County to request such information from the Subrecipient, for the purpose of reviewing the same.
17. Agreement Suspension and Termination – In accordance with the provisions of 24 CFR 85.43, or with the provisions of 24 CFR 84.60-62, suspension or termination of this Agreement may occur if the Subrecipient materially fails to comply with any term of this Agreement. The Agreement may be terminated for convenience in accordance with 24 CFR 85.44 or with 24 CFR 84.60-62. This Agreement may be terminated with or without cause by either party, hereto, by giving thirty (30) calendar days written notice of such termination. However, CDBG funds allocated to the Subrecipient under this Agreement may not be obligated or expended by the Subrecipient following such date of termination. Any funds allocated to the Subrecipient under this Agreement which remain un-obligated or unspent upon such date of termination shall automatically revert to the County.
18. Agreement Amendment(s) – This Agreement may be modified or amended by mutual agreement of the parties; however, no waiver, modification or amendment of any terms, conditions or provisions of this agreement will be valid, or of any force or effect, unless made in writing, approved by the respective parties’ governing bodies and properly executed by the authorized representatives of the parties. All amendments to this Agreement shall be made a part of the Agreement by inclusion in Exhibit 3, which will be attached at the time of any amendments(s). If the Subrecipient seeks an amendment to this agreement,

the request for such amendments shall be submitted in written form to the Gloucester County Community Development Program in a format prescribed by the Housing and Community Development Program. If an amendment to the Gloucester County Consolidated Plan is required, the Subrecipient shall be informed of such requirement and the steps required to effectuate such a Consolidated Plan amendment.

19. Termination Date – The termination date of this Agreement is **November 6, 2013**.

20. Program Income – If the Subrecipient generates any program income as a result of the expenditure of CDBG funds, the provisions of 24 CFR 570.504(c) shall apply, as well as the following specific stipulations:

- a. The Subrecipient acknowledges, by executing this Agreement, that it must notify the County of the receipt of any program income during the calendar month that such program income is generated.
- b. Any such program income must be paid to the County within seven (7) calendar days following the end of month in which the program is generated. Such payment to the County must include any interest or other earnings generated from the program income during the time the program income was in the possession of the Subrecipient.
- c. The Subrecipient further acknowledges, by executing this Agreement, that the County has the responsibility for monitoring and reporting to the U.S. Department of Housing and Urban Development (HUD) on the generation of any such program income. The Subrecipient acknowledges its responsibility for appropriate record keeping and reporting to the County on the generation and/or receipt of such program income.
- d. In the event of close-out or change in status of the Subrecipient, any program income that is on hand or received subsequent to the close-out or change in status shall be paid to the County within 30 calendar days of the official date of the close-out or change in status. The County agrees to notify the Subrecipient in writing, should close out or change in status of the Subrecipient occur and a result of changes in CDBG Program statutes, regulations, and/or instructions.

21. Audits

The Subrecipient agrees to comply with the requirements of:

- A. The “Government Auditing Standards, Standards for Audit of Governmental Organizations, Programs, Activities and Functions,” 1994 Revision or its successors, [“The Yellow Book”] issued by the Comptroller General, United States General Accounting Office.
- B. The “Single Audit Act of 1984” [P.L. 104-156], required that States, local governments and non-profit organizations which receive federal funds must have audits performed in conformance with the Single Audit Act, as amended, and with implementing Circulars issued by the Office of Management and Budget, Municipal entities must have their audits prepared consistent with the requirement of OMB Circular A-133, or its successor.

If the minimum monetary amount requiring the preparation of the Single Audit, as stated in Circular A-133, are not triggered, the Subrecipient shall provide to the Gloucester County Community Development Block Grant Office three (3) copies of its normal independent auditor’s report, as soon as practicable following the close of its normal independent auditor’s report, as soon as practicable following the close of its fiscal year, but not later than 9 months following the close of each such year. The independent audit which addresses the Community Development Block Grant funds received/expended by the Subrecipient shall, conform to the Gloucester County Audit Standards described in 19 - C of this Agreement.

C. Gloucester County Audit Standards for CDBG Subrecipients Where Single Audit Act Requirements Do Not Apply.

Because the County is responsible for any grant funds provided to all Municipalities, any organization or cities which expend a total of more than \$100,000.00 but less than \$300,000.00 of CDBG funds in any fiscal year from this agreement, must have an independent audit of those funds performed annually or shall follow procedures specified, herein, as if all funds were subject to the requirements below.

- 1) A statement by the executive financial official of the organization or city that they have read and adhered to the requirements of OMB Circular A - 1-33 and have met those requirements as they are applicable to their organization. This statement should be in written form and submitted to Gloucester County within thirty (30) calendar days following the end of the fiscal year of the Subrecipient;
- 2) All requests to the County for CDBG reimbursements shall be approved by an individual at least one level above the person who prepares the reimbursement request. If the reimbursement request is prepared by the Chief Financial Administrator of the organization, the request shall be approved by a Chairperson or other designated member of the organization's governing board;
- 3) For all CDBG requests for reimbursement, the invoice and accompanying copies of checks and other supporting documentation shall be submitted with the reimbursement request;
- 4) The County shall periodically perform reviews of Subrecipient's financial records and systems not less often than one time during Subrecipient's fiscal year, including the review of Agency records, at least annually, at the offices of the Subrecipient. This review should include procedures to request and verify documentation of all expenditures requested in a single reimbursement request;
- 5) Any appropriate corrective action for instances of noncompliance as a result of these program reviews has been taken within six (6) months of notification by the County that these reportable conditions exist;
- 6) At each fiscal year end, the Subrecipient shall submit to the County a financial statement prepared from the Subrecipient's financial records that presents the revenues received from the Gloucester County Community Development Block Grant Program and the expenditures for which these funds were used; and

The above procedures will provide the County's independent auditor with sufficient information to determine whether the Subrecipient has materially complied with the applicable laws and regulations, as they govern their programs. If any of the above procedures provide less information than is already required by this agreement, then the applicable procedures already stated in the agreement shall govern the Subrecipient's responsibilities to the County.

- D. The Subrecipient agrees to have its Single Audit or other independent audit performed in conformance with these Federally-required and the County stipulations, at its own cost and not payable with CDBG funds.
- E. The Subrecipient further agrees to send a copy of its Single Audit Report or independent auditor's report to the Gloucester County Community Development Program as soon as practicable following the close of the Subrecipient's fiscal year, but in no case shall the audit report be submitted to the Gloucester County Community Development Program later than 9 months following the close of the Subrecipient's fiscal year which is the subject of the audit in question.
- F. The County reserves the right to recover, from non-CDBG sources of the Subrecipient any CDBG expenses of the Subrecipient which are questioned or disallowed by the Subrecipient's

independent auditor or by the County's independent auditor as a part of their review of the Subrecipient's audit.

22. The Subrecipient shall comply with all the applicable requirements of 24 CFR 570 [CDBG-R Regulations], the "Common Rule" [24 CFR Parts 84 and 85 – as applicable], OMB Circulars A-87, A-110, A-122, and A-133, as applicable. These documents are incorporated as a part of this Agreement by reference, herein. The referenced documents are also available from the Gloucester County Community Development Program, upon request.

23. PERFORMANCE

The Subrecipient, while utilizing these CDBG funds to increase capacity, services, or expansion of services for Low/Moderate Income households through those activities deemed eligible by HUD, will continue, on an on-going basis, to meet or exceed the performance goals as indicated in Exhibit 2 [Scope of Services]. Failure to maintain an adequate level of service or provide a quantifiable increase in services over the specified time period as defined by this agreement shall make the Subrecipient subject to various disciplinary actions that include, but are not limited to, the following: suspension or probation of current grant activities; termination of current grant agreement with CDBG funds being reimbursed to the County; and debarment from participating in future years CDBG application cycles until measurable improvement can be achieved and sustained.

IN WITNESS WHEREOF, the parties hereunto have affixed their signatures on the dates specified

below:

BOROUGH OF WOODBURY HEIGHTS

COUNTY OF GLOUCESTER

(Signature)

(Signature)

By: _____
(Typed Name/Title)

By: **ROBERT M. DAMMINGER, Freeholder Director**
(Typed Name/Title)

Date: _____

Date: _____

ATTEST:

ATTEST:

(Signature)

(Signature)

BY: _____
(Typed Name/Title)

By: **ROBERT N. DILLELLA, Clerk of the Board**
(Typed Name/Title)

Date: _____

Date: _____

Approved by Resolution dated:

Approved by Resolution dated:

EXHIBIT 1
CERTIFICATIONS

EXHIBIT 1

COMMUNITY DEVELOPMENT BLOCK GRANT GRANTEE CERTIFICATIONS

In accordance with the Housing and Community Development Act of 1974, as amended, ("the Act") and with 24 CFR 570 of the Community Development Block Grant regulations, the Subrecipient certifies that:

- (a) It possesses legal authority to accept and execute a Community Development Block Grant award from the County;
- (b) Its governing body has duly adopted or passed, by at least a majority vote, as an official act a resolution, motion or similar action authorizing the acceptance of this grant for the purposes specified in the Agreement and directing and authorizing it appropriate personnel to execute and implement this Agreement and to provide to the County such additional information as may be required;
- (c) Provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blighted areas and of which funds are proposed to be used, and provides for participation of residents in low and moderate income neighborhoods, as defined by the County;
- (d) Provides citizens with reasonable and timely access to local meetings, information, and records relating to the Subrecipient's use of funds, as specified in this Agreement;
- (e) Provides for the public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for persons with disabilities;
- (f) Identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate;
- (g) The grant will be conducted and administered in compliance with:
 - 1. Title VI of the Civil Rights Act of 1964 (Public Law 88-352, 42 U.S.C. Sec. 2000d et seq.); and
 - 2. The Fair Housing Act (42 U.S.C. 3601-20);
- (h) It will affirmatively further fair housing;
- (i) It will carry out the activities specified in this Agreement consistent with the goals, objectives, and strategies of the Gloucester County Consolidated Plan;
- (j) It will not attempt to recover any capital costs of public improvements assisted in whole or in part with funds provided under section 106 of the Act or with amounts resulting from a guarantee under section 108 of the Act by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless:
 - 1. Funds received under section 107 of the Act are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under Title 1 of the Act; or
 - 2. For purposes of assessing any amount against properties owned and occupied by persons of moderate income, the grantee certifies to the Secretary that it lacks sufficient funds received under section 106 of the Act to comply with the requirements of subparagraph (1) above;
- (k) Its notification, inspection, testing and abatement procedures concerning lead-based paint will comply with 24 CFR Part 570.608;
- (l) It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, as required under 24 CFR Part 570.606.
- (m) It has adopted and is enforcing:
 - 1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
 - 2. A policy enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

(n) To the best of its knowledge and belief:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of any Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or and employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph (n) of this certification to be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly;

(o) It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about-
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance program's; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will;
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within thirty (30) calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted;

- (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1,2,3,4,5, and 6.
8. The site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

BOROUGH OF WOODBURY HEIGHTS
 500 Elm Avenue
 Woodbury Heights, NJ 08097

GLOUCESTER COUNTY, NEW JERSEY

(p) It will comply with the other provisions of the Act and with other applicable laws.

Signature – President

Typed Name – President

 Date

ATTEST:

Signature of Person Attesting Signature by President

Typed Name – Person Attesting Signature by President

Title – Person Attesting Signature by President

Date of Attesting Person's Signature

APPENDIX TO CDBG CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS

A. Lobbying Certification – Paragraph n

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification – Paragraph o

1. By signing and executing this Agreement, the Subrecipient is providing the certification set out in Paragraph (o).
2. The certification set out in paragraph (o) is a material representation of fact upon which reliance is placed when the County awards the grant. If it is later determined that the Subrecipient knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Work Place Act.
3. Workplaces under this Agreement shall be identified in this Agreement. Failure to identify all known workplaces constitutes a violation of the Subrecipient's drug-free workplace requirements.
4. Workplace identifications must include the actual address of building (or parts of buildings) or other sites where work under the grant takes place.
5. If the workplace identified to the County Changes during the performance of the grant, the Subrecipient shall inform the County of the change(s), if it previously identified the workplace in question (see paragraph three).
6. Definitions of terms in the Non-procurement Suspension and Debarment common rule and Drug-free workplace common rule apply to this certification. Municipal attention is called in particular, to the following definitions from these rules:

“Controlled substance” means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

“Conviction” means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charges with the responsibility to determine violations of the Federal or State criminal drug statutes;

“Criminal drug statute” means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

“Employee” means the employee of a Subrecipient directly engages in the performance of work under a grant provided through this Agreement, including: (i) All “direct Charge” employees; (ii) all “Indirect charge” employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are not on the Subrecipient's payroll. This definition does not include workers not on the payroll of the Subrecipient (e.g., volunteers, even if used to meet a matching requirement, consultants or independent contractors not on the Subrecipient's payroll; or employees of Municipalities or subcontractors in covered workplaces).

EXHIBIT 2

SCOPE OF SERVICES

EXHIBIT 2

SCOPE OF SERVICES

The following activities and/or projects shall be carried out by the Subrecipient, under the terms of this Agreement and its accompanying certifications and reporting requirements:

Agency: **BOROUGH OF WOODBURY HEIGHTS**
Activity Name: **Lake Avenue Reconstruction and curb repair**
Activity Number: **CD-12-PF#2**

ACTIVITY DESCRIPTION

The total **PY 2012/2013 CDBG** budget for this activity shall not exceed **\$43,169.00**. The Agreement shall be effective on the date specified on Page 1 of this Agreement and terminate on **November 6, 2013**.

Agreement with the Borough of Woodbury Heights for the reconstruction of Lake Avenue from Grandview to Walnut Avenue inclusive of the restoration and reconstruction of curbs and sidewalks. This project will allow for the complete reconstruction of this roadway from County Road 553 to Walnut Avenue as portion from CR 553 (Glassboro Road) to Walnut Avenue has been recently awarded to the Borough under a grant NJDOT. The improvement of this area will greatly improve access for this neighborhood by both means of vehicular and pedestrian traffic.

EXHIBIT 3

AGREEMENT AMENDMENTS

[Add Amendments if applicable]

EXHIBIT 4

LEASE AGREEMENT

[Add if applicable]

EXHIBIT 5

PROPERTY USE REQUIREMENTS

[Add if Applicable]

B4

HUD GRANT NO: B-12-UC-34-0109
AMOUNT: **\$39,149.00**
GC AGREEMENT NO: CD-12-PF#3

**AGREEMENT
FOR USE OF
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
BETWEEN
GLOUCESTER COUNTY, NEW JERSEY
AND
BOROUGH OF CLAYTON**

THIS AGREEMENT, made and entered into on the 7th day of **November, 2012** by and between **COUNTY OF GLOUCESTER**, a political subdivision of the State of New Jersey acting by and through its duly elected Board of Freeholders, hereinafter referred to as the "County", and the **BOROUGH OF CLAYTON**, a Gloucester County Public Service Subrecipient, hereinafter referred to as the "Subrecipient," located within the confines of Gloucester County, New Jersey, and/or serving CDBG-eligible residents of Gloucester County.

WITNESSETH:

WHEREAS, the County has received a **FFY 2012** Community Development Block Grant, hereinafter referred to as "CDBG" under Title I of the Housing and Community Development Act of 1974, as amended, to carry out various housing and community development activities in its unincorporated areas and in municipalities participating in the County CDBG Program; and

WHEREAS, CDBG funds from Federal **PY2012/2013** CDBG funding has been appropriated by the Gloucester County Board of Chosen Freeholders for award to the Subrecipient for the implementation of activities determined to be CDBG eligible by the County; and

WHEREAS, the Subrecipient agrees to assume certain responsibilities for the implementation of its CDBG assisted activities, and certifies that it will comply with the applicable certifications contained in Exhibit 1; with the Scope of Service provided in Exhibit 2; with any amendment to this Agreement, included as Exhibit 3; with the Lease Agreement requirements included as Exhibit 4, if applicable; and, with the property use requirements included as Exhibit 5, if applicable.

NOW, THEREFORE, the parties hereunto do hereby agree as follows:

1. **Use of Funds** – The Subrecipient shall expend all or any part of its CDBG allocation only on those activities contained in the Scope of Services of the Agreement, which activities the Gloucester County Community Development Program shall determine to be eligible for CDBG funds, and shall notify the Subrecipient in writing, via this Agreement and/or subsequent amendments to this Agreement, of such determination of eligibility. Such CDBG funds provided through this Agreement must be fully expended not later than November 6, 2013.

Subrecipient shall be paid in accordance with this Agreement upon receipt of an invoice and a properly executed voucher. After approval by County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Subrecipient shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Agreement.

2. Set-Off - Should Subrecipient either refuse or neglect to perform the service that Subrecipient is required to perform in accordance with the terms of this Agreement, and if expense is incurred by County by reason of Subrecipient's failure to perform, then and in that event, such expense shall be deducted from any payment due to Subrecipient. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.
3. A. Uniform Administrative Requirements – The Uniform Administrative Requirements, as promulgated in 24 CFR Chapter V [Subpart J] at 570.502, shall apply to all activities undertaken by the Subrecipient with CDBG assistance provided via this Agreement and any subsequent amendments.
B. Other Program Requirements – The Subrecipient shall comply with all the requirements of 24 CFR Chapter V [Subpart K] at 570.600 – 570.614, as applicable to the Subrecipient's activity(s).
4. Procurement – The Subrecipient shall be responsible for procurement of all supplies, equipment, services, and construction necessary for implementation of its activity(s). Procurement shall be carried out in accordance with the "Common Rule" provisions for governmental entities (24 CFR Part 85) or with the "Common Rule" provisions for non-profit organizations (24 CFR Part 84), the procurement requirements of the Subrecipient, and all provisions of the CDBG Regulations [24 CFR Part 570].

The governing board of the Subrecipient shall formally adopt written procurement procedures which are at least as restrictive as those required in the aforementioned regulations [24 CFR Part 84 or 24 CFR Part 85, as applicable, and 24 CFR Part 570] and shall provide a copy of said procurement procedures and evidence of governing board adoption to the County at the time that this Agreement shall be returned to the County for signature by the Director of the Gloucester County Board of Chosen Freeholders.

The Subrecipient shall prepare, or cause to be prepared, all advertisement, negotiations, notices, and documents; enter into all contracts; and conduct all meetings, conferences, and interviews as necessary to insure compliance with the above described procurement requirements.

5. "Force Account" Work – The Subrecipient may undertake public facility construction or renovation activities using municipal labor and equipment. Eligible costs of labor and equipment may be reimbursed by the County to the Subrecipient using CDBG funds, based upon submission of proper and acceptable invoice(s) and documentation of all costs, as prescribed by the County.
6. Record Keeping/Reporting

A. Financial Record Keeping

The Subrecipient shall maintain records of expenditures of all CDBG funds it receives, such as reports to be maintained in accordance with OMB Circulars A-87, A-110, A-122, A-133 and with the "Common Rule" provisions (24 CFR Parts 84 and 85), as applicable. The Subrecipient shall also maintain program and financial records documenting the eligibility, attendance, provision of services, and Subrecipient expenses relative to the clients receiving services as a result of assistance provided through the CDBG Program. All records shall be made available, upon County request, for inspection(s) and audit(s) by the County, or by its representatives. If a financial audit(s) determines that the Subrecipient has improperly expended CDBG funds, resulting in the disallowance of such expenditures by the County and/or by the U.S. Department of Housing and Urban Development, the County reserves the right to recover from the Subrecipient other non-CDBG monies to fund such disallowed CDBG expenditures. Audit procedures for the Gloucester County CDBG Program are specified in Section 19 of this Agreement.

B. Programmatic Record Keeping/Reporting

For limited clientele (including "Direct Services" and "Presumed Benefit") activities the Subrecipient shall provide, on a monthly basis, sufficient information to the County on services carried out for all persons served and on CDBG eligible persons served by activities receiving CDBG

assistance under this Agreement. The purpose of the monthly reporting is to enable the County to prepare and submit periodic and annual reports to the U.S. Department of Housing and Urban Development. These Subrecipient-prepared reports shall be submitted in a format provided by the County [See Exhibit 2, if applicable to this Agreement] and at a time no later than the 15th calendar day of each month of each year until all CDBG funds for the activity(s) shall be fully expended, plus five (5) years. The five-year reporting period should not be confused with the "continued use" provisions of this agreement, as specified in Exhibit 2, "Scope of Services." The County shall provide reporting forms and technical assistance to the Subrecipient on the procedures to be followed to collect and report these programmatic data.

7. Subrecipient's Obligation – The Subrecipient shall be responsible for carrying out its actions in accordance with the certifications contained in Exhibit 1 of this Agreement. The Subrecipient shall take all necessary actions to comply with the requirements of the certifications/assurances in Exhibit 1, and to comply with any requests by the County in this connection; it being understood that the County has responsibility to the U.S. Department of Housing and Urban Development for insuring compliance with such requirements. The Subrecipient will also promptly notify the County of any changes in the scope of services, budget, method of compensation contained in this agreement or character of the activity(s) assisted through this Agreement, and may only be made through a written Amendment to this Agreement, executed by the Subrecipient and Grantee.
8. "Hold Harmless" – The Subrecipient does hereby agree to release, indemnify, and hold harmless the County and its employees and agents, from and against all costs, expenses, claims, suits, or judgments arising from or growing out of any injuries, loss or damage sustained by any person or corporation, including employees of the Subrecipient and property of the Subrecipient, which are caused by or sustained in connection with the tasks carried out by the Subrecipient under this Agreement.
9. Indemnification - The Subrecipient shall indemnify and keep the County harmless against any claim, loss, liability, expense (including costs, counsel fees and/or expert fees) resulting from any negligent or intentional act committed by the Subrecipient.

The Subrecipient agrees that it shall give an authorized County representative prompt written notice of the filing of each such claim and the institution of each such suit or action.

10. Compliance with Laws and Regulations - County and Subrecipient agree that they will at their own cost and expense promptly comply with, or cause to be complied with, all laws, rules, regulations and other governmental requirements which may be applicable to its performance of the services described in this Agreement.
11. Insurance - At all times during the term of this Agreement, the Subrecipient shall maintain or cause to be maintained with responsible insurers who are authorized to do business in the State of New Jersey, or in such other manner as may be required or permitted by law, casualty, all-risk and comprehensive general liability insurance with respect to the services to be performed pursuant to this Agreement.
12. Funding – The County agrees to provide the Subrecipient with the CDBG funds in such amount as agreed upon in this Agreement to enable the Subrecipient to carry out its CDBG eligible activity(s). It is understood that the County shall be held accountable to the U.S. Department of Housing and Urban Development for the lawful expenditure of CDBG funds under this Agreement. Therefore, the County shall make no reimbursement of CDBG funds to the Subrecipient and draw no funds from HUD/U.S. Treasury on behalf of a Subrecipient activity(s), prior to having received proper invoice(s) and copies of supporting documentation from the Subrecipient for the expenses incurred, to insure that the Subrecipient has complied with all applicable regulations and requirements.
13. Environmental Clearance – The County shall be responsible for carrying out environmental reviews and clearances on all activity(s), where applicable, prior to having received proper invoice(s) and copies of supporting documentation from the Subrecipient for the expenses incurred, to insure that the Subrecipient has complied with all applicable regulations and requirements.

Funding provided through this Agreement is "conditionally approved" subject to the completion of the Environmental Review Process by the County. Notwithstanding any provision of this Agreement, the parties hereto agree and acknowledge that this Agreement does not constitute a commitment of funds or site approval, and that such commitment of funds or approval may occur only upon satisfactory completion of environmental review and receipt by the County of a release of funds from the U.S. Department of Housing and Urban Development under 24 CFR Part 58. The parties further agree that the provision of any funds to projects/activities included in this Agreement is conditioned on the County's determination to proceed with, modify or cancel the projects/activities based on the results of a subsequent environmental review.

The Subrecipient may not obligate or expend any funds provided through this Agreement until the County provides to the Subrecipient a "Notice to Proceed," which shall represent in part, the completion of the environmental review process, and the Release of Funds by HUD for the projects/activities contained in the Agreement.

14. Wage Rates (where applicable) – The County and the Municipal Engineer shall be responsible for the preparation of all requests for wage rate determinations on CDBG activities, on behalf of the Subrecipient. The Subrecipient shall notify the County prior to initiating any activity, including advertising for contractual services, which will include costs likely to be subject to the provisions of the Davis-Bacon Act and its implementing regulations. The County will provide technical assistance to the Subrecipient to ensure compliance with these requirements.
15. Technical Assistance – The County agrees to provide technical assistance to the Subrecipient in the form of oral and/or written guidance and on-site assistance regarding CDBG procedures. This assistance will be provided as requested by the Subrecipient, and at other times, at the initiative of the County or when the County provides new or updated CDBG Program Information to the Subrecipient.
16. Review Authority – The County shall have the authority to review any and all procedures and all materials, notices, documents, etc., prepared by the Subrecipient in implementation of this Agreement. The Subrecipient agrees to provide all information required by any person authorized by the County to request such information from the Subrecipient, for the purpose of reviewing the same.
17. Agreement Suspension and Termination – In accordance with the provisions of 24 CFR 85.43, or with the provisions of 24 CFR 84.60-62, suspension or termination of this Agreement may occur if the Subrecipient materially fails to comply with any term of this Agreement. The Agreement may be terminated for convenience in accordance with 24 CFR 85.44 or with 24 CFR 84.60-62. This Agreement may be terminated with or without cause by either party, hereto, by giving thirty (30) calendar days written notice of such termination. However, CDBG funds allocated to the Subrecipient under this Agreement may not be obligated or expended by the Subrecipient following such date of termination. Any funds allocated to the Subrecipient under this Agreement which remain un-obligated or unspent upon such date of termination shall automatically revert to the County.
18. Agreement Amendment(s) – This Agreement may be modified or amended by mutual agreement of the parties; however, no waiver, modification or amendment of any terms, conditions or provisions of this agreement will be valid, or of any force or effect, unless made in writing, approved by the respective parties' governing bodies and properly executed by the authorized representatives of the parties. All amendments to this Agreement shall be made a part of the Agreement by inclusion in Exhibit 3, which will be attached at the time of any amendments(s). If the Subrecipient seeks an amendment to this agreement, the request for such amendments shall be submitted in written form to the Gloucester County Community Development Program in a format prescribed by the Housing and Community Development Program. If an amendment to the Gloucester County Consolidated Plan is required, the Subrecipient shall be informed of such requirement and the steps required to effectuate such a Consolidated Plan amendment.

19. Termination Date – The termination date of this Agreement is **November 6, 2013**.

20. Program Income – If the Subrecipient generates any program income as a result of the expenditure of CDBG funds, the provisions of 24 CFR 570.504(c) shall apply, as well as the following specific stipulations:

- a. The Subrecipient acknowledges, by executing this Agreement, that it must notify the County of the receipt of any program income during the calendar month that such program income is generated.
- b. Any such program income must be paid to the County within seven (7) calendar days following the end of month in which the program is generated. Such payment to the County must include any interest or other earnings generated from the program income during the time the program income was in the possession of the Subrecipient.
- c. The Subrecipient further acknowledges, by executing this Agreement, that the County has the responsibility for monitoring and reporting to the U.S. Department of Housing and Urban Development (HUD) on the generation of any such program income. The Subrecipient acknowledges its responsibility for appropriate record keeping and reporting to the County on the generation and/or receipt of such program income.
- d. In the event of close-out or change in status of the Subrecipient, any program income that is on hand or received subsequent to the close-out or change in status shall be paid to the County within 30 calendar days of the official date of the close-out or change in status. The County agrees to notify the Subrecipient in writing, should close out or change in status of the Subrecipient occur and a result of changes in CDBG Program statutes, regulations, and/or instructions.

21. Audits

The Subrecipient agrees to comply with the requirements of:

- A. The “Government Auditing Standards, Standards for Audit of Governmental Organizations, Programs, Activities and Functions,” 1994 Revision or its successors, [“The Yellow Book”] issued by the Comptroller General, United States General Accounting Office.
- B. The “Single Audit Act of 1984” [P.L. 104-156], required that States, local governments and non-profit organizations which receive federal funds must have audits performed in conformance with the Single Audit Act, as amended, and with implementing Circulars issued by the Office of Management and Budget, Municipal entities must have their audits prepared consistent with the requirement of OMB Circular A-133, or its successor.

If the minimum monetary amount requiring the preparation of the Single Audit, as stated in Circular A-133, are not triggered, the Subrecipient shall provide to the Gloucester County Community Development Block Grant Office three (3) copies of its normal independent auditor’s report, as soon as practicable following the close of its normal independent auditor’s report, as soon as practicable following the close of its fiscal year, but not later than 9 months following the close of each such year. The independent audit which addresses the Community Development Block Grant funds received/expended by the Subrecipient shall, conform to the Gloucester County Audit Standards described in 19 - C of this Agreement.

- C. Gloucester County Audit Standards for CDBG Subrecipients Where Single Audit Act Requirements Do Not Apply.

Because the County is responsible for any grant funds provided to all Municipalities, any organization or cities which expend a total of more than \$100,000.00 but less than \$300,000.00 of CDBG funds in any fiscal year from this agreement, must have an independent audit of those

funds performed annually or shall follow procedures specified, herein, as if all funds were subject to the requirements below.

- 1) A statement by the executive financial official of the organization or city that they have read and adhered to the requirements of OMB Circular A - 1-33 and have met those requirements as they are applicable to their organization. This statement should be in written form and submitted to the County within thirty (30) calendar days following the end of the fiscal year of the Subrecipient;
- 2) All requests to the County for CDBG reimbursements shall be approved by an individual at least one level above the person who prepares the reimbursement request. If the reimbursement request is prepared by the Chief Financial Administrator of the organization, the request shall be approved by a Chairperson or other designated member of the organization's governing board;
- 3) For all CDBG requests for reimbursement, the invoice and accompanying copies of checks and other supporting documentation shall be submitted with the reimbursement request;
- 4) The County shall periodically perform reviews of Subrecipient's financial records and systems not less often than one time during Subrecipient's fiscal year, including the review of Agency records, at least annually, at the offices of the Subrecipient. This review should include procedures to request and verify documentation of all expenditures requested in a single reimbursement request;
- 5) Any appropriate corrective action for instances of noncompliance as a result of these program reviews has been taken within six (6) months of notification by County that these reportable conditions exist;
- 6) At each fiscal year end, the Subrecipient shall submit to the County a financial statement prepared from the Subrecipient's financial records that presents the revenues received from the Gloucester County Community Development Block Grant Program and the expenditures for which these funds were used; and

The above procedures will provide the County's independent auditor with sufficient information to determine whether the Subrecipient has materially complied with the applicable laws and regulations, as they govern their programs. If any of the above procedures provide less information than is already required by this agreement, then the applicable procedures already stated in the agreement shall govern the Subrecipient's responsibilities to the County.

- D. The Subrecipient agrees to have its Single Audit or other independent audit performed in conformance with these Federally-required and the County stipulations, at its own cost and not payable with CDBG funds.
 - E. The Subrecipient further agrees to send a copy of its Single Audit Report or independent auditor's report to the Gloucester County Community Development Program as soon as practicable following the close of the Subrecipient's fiscal year, but in no case shall the audit report be submitted to the Gloucester County Community Development Program later than 9 months following the close of the Subrecipient's fiscal year which is the subject of the audit in question.
 - F. The County reserves the right to recover, from non-CDBG sources of the Subrecipient any CDBG expenses of the Subrecipient which are questioned or disallowed by the Subrecipient's independent auditor or by the County's independent auditor as a part of their review of the Subrecipient's audit.
22. The Subrecipient shall comply with all the applicable requirements of 24 CFR 570 [CDBG-R Regulations], the "Common Rule" [24 CFR Parts 84 and 85 – as applicable], OMB Circulars A-87, A-110, A-122, and A-133, as applicable. These documents are incorporated as a part of this Agreement by reference, herein. The referenced documents are also available from the Gloucester County Community Development Program, upon request.

23. **PERFORMANCE**

The Subrecipient, while utilizing these CDBG funds to increase capacity, services, or expansion of services for Low/Moderate Income households through those activities deemed eligible by HUD, will continue, on an on-going basis, to meet or exceed the performance goals as indicated in Exhibit 2 [Scope of Services]. Failure to maintain an adequate level of service or provide a quantifiable increase in services over the specified time period as defined by this agreement shall make the Subrecipient subject to various disciplinary actions that include, but are not limited to, the following: suspension or probation of current grant activities; termination of current grant agreement with CDBG funds being reimbursed to the County; and debarment from participating in future years CDBG application cycles until measurable improvement can be achieved and sustained.

IN WITNESS WHEREOF, the parties hereunto have affixed their signatures on the dates specified below:

BOROUGH OF CLAYTON

COUNTY OF GLOUCESTER

(Signature)

(Signature)

By: _____
(Typed Name/Title)

By: **ROBERT M. DAMMINGER, Freeholder Director**
(Typed Name/Title)

Date: _____

Date: _____

ATTEST:

ATTEST:

(Signature)

(Signature)

BY: _____
(Typed Name/Title)

By: **ROBERT N. DILLELLA, Clerk of the Board**
(Typed Name/Title)

Date: _____

Date: _____

Approved by Resolution dated:

Approved by Resolution dated:

EXHIBIT 1

CERTIFICATIONS

EXHIBIT 1

COMMUNITY DEVELOPMENT BLOCK GRANT GRANTEE CERTIFICATIONS

In accordance with the Housing and Community Development Act of 1974, as amended, ("the Act") and with 24 CFR 570 of the Community Development Block Grant regulations, the Subrecipient certifies that:

- (a) It possesses legal authority to accept and execute a Community Development Block Grant award from the County;
- (b) Its governing body has duly adopted or passed, by at least a majority vote, as an official act a resolution, motion or similar action authorizing the acceptance of this grant for the purposes specified in the Agreement and directing and authorizing its appropriate personnel to execute and implement this Agreement and to provide to the County such additional information as may be required;
- (c) Provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blighted areas and of which funds are proposed to be used, and provides for participation of residents in low and moderate income neighborhoods, as defined by the County;
- (d) Provides citizens with reasonable and timely access to local meetings, information, and records relating to the Subrecipient's use of funds, as specified in this Agreement;
- (e) Provides for the public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for persons with disabilities;
- (f) Identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate;
- (g) The grant will be conducted and administered in compliance with:
 - 1. Title VI of the Civil Rights Act of 1964 (Public Law 88-352, 42 U.S.C. Sec. 2000d et seq.); and
 - 2. The Fair Housing Act (42 U.S.C. 3601-20);
- (h) It will affirmatively further fair housing;
- (i) It will carry out the activities specified in this Agreement consistent with the goals, objectives, and strategies of the Gloucester County Consolidated Plan;
- (j) It will not attempt to recover any capital costs of public improvements assisted in whole or in part with funds provided under section 106 of the Act or with amounts resulting from a guarantee under section 108 of the Act by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless:
 - 1. Funds received under section 107 of the Act are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under Title I of the Act; or
 - 2. For purposes of assessing any amount against properties owned and occupied by persons of moderate income, the grantee certifies to the Secretary that it lacks sufficient funds received under section 106 of the Act to comply with the requirements of subparagraph (1) above;
- (k) Its notification, inspection, testing and abatement procedures concerning lead-based paint will comply with 24 CFR Part 570.608;
- (l) It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, as required under 24 CFR Part 570.606.
- (m) It has adopted and is enforcing:
 - 1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
 - 2. A policy enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

(n) To the best of its knowledge and belief:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of any Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or and employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph (n) of this certification to be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly;

(o) It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about-
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance program's; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will;
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within thirty (30) calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted-

- (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1,2,3,4,5, and 6.
8. The site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

BOROUGH OF CLAYTON
 125 N. Delsea Drive
 Clayton, NJ 08312

GLOUCESTER COUNTY, NEW JERSEY

(p) It will comply with the other provisions of the Act and with other applicable laws.

Signature – President

Typed Name – President

 Date

ATTEST:

Signature of Person Attesting Signature by President

Typed Name – Person Attesting Signature by President

Title – Person Attesting Signature by President

Date of Attesting Person's Signature

APPENDIX TO CDBG CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS

A. Lobbying Certification – Paragraph n

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification – Paragraph o

1. By signing and executing this Agreement, the Subrecipient is providing the certification set out in Paragraph (o).

2. The certification set out in paragraph (o) is a material representation of fact upon which reliance is placed when the County awards the grant. If it is later determined that the Subrecipient knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Work Place Act.

3. Workplaces under this Agreement shall be identified in this Agreement. Failure to identify all known workplaces constitutes a violation of the Subrecipient's drug-free workplace requirements.

4. Workplace identifications must include the actual address of building (or parts of buildings) or other sites where work under the grant takes place.

5. If the workplace identified to the County Changes during the performance of the grant, the Subrecipient shall inform the County of the change(s), if it previously identified the workplace in question (see paragraph three).

6. Definitions of terms in the Non-procurement Suspension and Debarment common rule and Drug-free workplace common rule apply to this certification. Municipal attention is called in particular, to the following definitions from these rules:

“Controlled substance” means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

“Conviction” means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charges with the responsibility to determine violations of the Federal or State criminal drug statutes;

“Criminal drug statute” means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

“Employee” means the employee of a Subrecipient directly engages in the performance of work under a grant provided through this Agreement, including: (i) All “direct Charge” employees; (ii) all “Indirect charge” employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are not on the Subrecipient's payroll. This definition does not include workers not on the payroll of the Subrecipient (e.g., volunteers, even if used to meet a matching requirement, consultants or independent contractors not on the Subrecipient's payroll; or employees of Municipalities or subcontractors in covered workplaces).

EXHIBIT 2

SCOPE OF SERVICES

EXHIBIT 2

SCOPE OF SERVICES

The following activities and/or projects shall be carried out by the Subrecipient, under the terms of this Agreement and its accompanying certifications and reporting requirements:

Agency: **BOROUGH OF CLAYTON**

Activity Name: **Storm Sewer/Milling & Paving-Costill Avenue & N. Dennis Drive**

Activity Number: **CD-12-PF#3**

ACTIVITY DESCRIPTION

The total **PY 2012/2013 CDBG** budget for this activity shall not exceed **\$39,149.00**. The Agreement shall be effective on the date specified on Page 1 of this Agreement and terminate on **November 6, 2013**.

Agreement with the Borough of Clayton for Storm Sewer/Milling & Paving on Costill Avenue and N. Dennis Drive. The Intersection of Costill Avenue and N. Dennis Drive is a low-lying area in the Borough that has historically experienced drainage problems and subsequent deteriorating streets and yards, especially during significant rain and snow events. The improvements Borough desires to make it part of a larger scale project for the entire area of Dennis Drive, Costill and New Street. The Borough has utilized, and will be using CDBG and Local Aid (NJ DOT) funds to make drainage and road paving improvements, as well as installing handicap curbs. The Borough's engineers are involved in designing solutions at multiple locations in the area to address drainage and reduce its impact in the Block Group.

EXHIBIT 3

AGREEMENT AMENDMENTS

[Add Amendments if applicable]

EXHIBIT 4

LEASE AGREEMENT

[Add if applicable]

EXHIBIT 5

PROPERTY USE REQUIREMENTS

[Add if Applicable]

B4

HUD GRANT NO: B-12-UC-34-0109
AMOUNT: \$25,000.00
GC AGREEMENT NO: CD-12-HP#1

**AGREEMENT
FOR USE OF
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
BETWEEN
GLOUCESTER COUNTY, NEW JERSEY
AND
HISTORICAL AND EDUCATIONAL LODGE-HALL PRESERVATORY, INC.**

THIS AGREEMENT, made and entered into on the 7th day of **November, 2012** by and between **COUNTY OF GLOUCESTER**, a political subdivision of the State of New Jersey acting by and through its duly elected Board of Freeholders, hereinafter referred to as the County”, and the **HISTORICAL AND EDUCATIONAL LODGE-HALL PRESERVATORY, INC.**, a Gloucester County Public Service Subrecipient, hereinafter referred to as the “Subrecipient,” located within the confines of Gloucester County, New Jersey, and/or serving CDBG-eligible residents of Gloucester County;

WITNESSETH:

WHEREAS, Gloucester County has received a **FFY 2012** Community Development Block Grant, hereinafter referred to as “CDBG” under Title I of the Housing and Community Development Act of 1974, as amended, to carry out various housing and community development activities in its unincorporated areas and in municipalities participating in the County CDBG Program; and

WHEREAS, CDBG funds from Federal **PY2012/2013** CDBG funding has been appropriated by the Gloucester County Board of Chosen Freeholders for award to the Subrecipient for the implementation of activities determined to be CDBG eligible by the County; and

WHEREAS, the Subrecipient agrees to assume certain responsibilities for the implementation of its CDBG assisted activities, and certifies that it will comply with the applicable certifications contained in Exhibit 1; with the Scope of Service provided in Exhibit 2; with any amendment to this Agreement, included as Exhibit 3; with the Lease Agreement requirements included as Exhibit 4, if applicable; and, with the property use requirements included as Exhibit 5, if applicable.

NOW, THEREFORE, the parties hereunto do hereby agree as follows:

1. **Use of Funds** – The Subrecipient shall expend all or any part of its CDBG allocation only on those activities contained in the Scope of Services of the Agreement, which activities the Gloucester County Community Development Program shall determine to be eligible for CDBG funds, and shall notify the Subrecipient in writing, via this Agreement and/or subsequent amendments to this Agreement, of such determination of eligibility. Such CDBG funds provided through this Agreement must be fully expended not later than November 6, 2013.

Subrecipient shall be paid in accordance with this Agreement upon receipt of an invoice and a properly executed voucher. After approval by County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Subrecipient shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Agreement.

2. Set-Off - Should Subrecipient either refuse or neglect to perform the service that Subrecipient is required to perform in accordance with the terms of this Agreement, and if expense is incurred by County by reason of Subrecipient's failure to perform, then and in that event, such expense shall be deducted from any payment due to Subrecipient. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.
3. A. Uniform Administrative Requirements – The Uniform Administrative Requirements, as promulgated in 24 CFR Chapter V [Subpart J] at 570.502, shall apply to all activities undertaken by the Subrecipient with CDBG assistance provided via this Agreement and any subsequent amendments.
B. Other Program Requirements – The Subrecipient shall comply with all the requirements of 24 CFR Chapter V [Subpart K] at 570.600 – 570.614, as applicable to the Subrecipient's activity(s).
4. Procurement – The Subrecipient shall be responsible for procurement of all supplies, equipment, services, and construction necessary for implementation of its activity(s). Procurement shall be carried out in accordance with the "Common Rule" provisions for governmental entities (24 CFR Part 85) or with the "Common Rule" provisions for non-profit organizations (24 CFR Part 84), the procurement requirements of the Subrecipient, and all provisions of the CDBG Regulations [24 CFR Part 570].

The governing board of the Subrecipient shall formally adopt written procurement procedures which are at least as restrictive as those required in the aforementioned regulations [24 CFR Part 84 or 24 CFR Part 85, as applicable, and 24 CFR Part 570] and shall provide a copy of said procurement procedures and evidence of governing board adoption to the County at the time that this Agreement shall be returned to the County for signature by the Director of the Gloucester County Board of Chosen Freeholders.

The Subrecipient shall prepare, or cause to be prepared, all advertisement, negotiations, notices, and documents; enter into all contracts; and conduct all meetings, conferences, and interviews as necessary to insure compliance with the above described procurement requirements.

5. "Force Account" Work – The Subrecipient may undertake public facility construction or renovation activities using municipal labor and equipment. Eligible costs of labor and equipment may be reimbursed by the County to the Subrecipient using CDBG funds, based upon submission of proper and acceptable invoice(s) and documentation of all costs, as prescribed by the County.
6. Record Keeping/Reporting
 - A. Financial Record Keeping

The Subrecipient shall maintain records of expenditures of all CDBG funds it receives, such as reports to be maintained in accordance with OMB Circulars A-87, A-110, A-122, A-133 and with the "Common Rule" provisions (24 CFR Parts 84 and 85), as applicable. The Subrecipient shall also maintain program and financial records documenting the eligibility, attendance, provision of services, and Subrecipient expenses relative to the clients receiving services as a result of assistance provided through the CDBG Program. All records shall be made available, upon County request, for inspection(s) and audit(s) by the County, or by its representatives. If a financial audit(s) determines that the Subrecipient has improperly expended CDBG funds, resulting in the disallowance of such expenditures by the County and/or by the U.S. Department of Housing and Urban Development, the County reserves the right to recover from the Subrecipient other non-CDBG monies to fund such disallowed CDBG expenditures. Audit procedures for the Gloucester County CDBG Program are specified in Section 19 of this Agreement.

- B. Programmatic Record Keeping/Reporting

For limited clientele (including "Direct Services" and "Presumed Benefit") activities the Subrecipient shall provide, on a monthly basis, sufficient information to the County on services carried

out for all persons served and on CDBG eligible persons served by activities receiving CDBG assistance under this Agreement. The purpose of the monthly reporting is to enable the County to prepare and submit periodic and annual reports to the U.S. Department of Housing and Urban Development. These Subrecipient-prepared reports shall be submitted in a format provided by the County [See Exhibit 2, if applicable to this Agreement] and at a time no later than the 15th calendar day of each month of each year until all CDBG funds for the activity(s) shall be fully expended, plus five (5) years. The five-year reporting period should not be confused with the "continued use" provisions of this agreement, as specified in Exhibit 2, "Scope of Services." The County shall provide reporting forms and technical assistance to the Subrecipient on the procedures to be followed to collect and report these programmatic data.

7. Subrecipient's Obligation – The Subrecipient shall be responsible for carrying out its actions in accordance with the certifications contained in Exhibit 1 of this Agreement. The Subrecipient shall take all necessary actions to comply with the requirements of the certifications/assurances in Exhibit 1, and to comply with any requests by the County in this connection; it being understood that the County has responsibility to the U.S. Department of Housing and Urban Development for insuring compliance with such requirements. The Subrecipient will also promptly notify the County of any changes in the scope of services, budget, method of compensation contained in this agreement or character of the activity(s) assisted through this Agreement, and may only be made through a written Amendment to this Agreement, executed by the Subrecipient and Grantee.
8. "Hold Harmless" – The Subrecipient does hereby agree to release, indemnify, and hold harmless the County and its employees and agents, from and against all costs, expenses, claims, suits, or judgments arising from or growing out of any injuries, loss or damage sustained by any person or corporation, including employees of the Subrecipient and property of the Subrecipient, which are caused by or sustained in connection with the tasks carried out by the Subrecipient under this Agreement.
9. Indemnification - The Subrecipient shall indemnify and keep the County harmless against any claim, loss, liability, expense (including costs, counsel fees and/or expert fees) resulting from any negligent or intentional act committed by the Subrecipient.

The Subrecipient agrees that it shall give an authorized County representative prompt written notice of the filing of each such claim and the institution of each such suit or action.

10. Compliance with Laws and Regulations - County and Subrecipient agree that they will at their own cost and expense promptly comply with, or cause to be complied with, all laws, rules, regulations and other governmental requirements which may be applicable to its performance of the services described in this Agreement.
11. Insurance - At all times during the term of this Agreement, the Subrecipient shall maintain or cause to be maintained with responsible insurers who are authorized to do business in the State of New Jersey, or in such other manner as may be required or permitted by law, casualty, all-risk and comprehensive general liability insurance with respect to the services to be performed pursuant to this Agreement.
12. Funding – The County agrees to provide the Subrecipient with the CDBG funds in such amount as agreed upon in this Agreement to enable the Subrecipient to carry out its CDBG eligible activity(s). It is understood that the County shall be held accountable to the U.S. Department of Housing and Urban Development for the lawful expenditure of CDBG funds under this Agreement. Therefore, the County shall make no reimbursement of CDBG funds to the Subrecipient and draw no funds from HUD/U.S. Treasury on behalf of a Subrecipient activity(s), prior to having received proper invoice(s) and copies of supporting documentation from the Subrecipient for the expenses incurred, to insure that the Subrecipient has complied with all applicable regulations and requirements.

13. Environmental Clearance – The County shall be responsible for carrying out environmental reviews and clearances on all activity(s), where applicable, prior to having received proper invoice(s) and copies of supporting documentation from the Subrecipient for the expenses incurred, to insure that the Subrecipient has complied with all applicable regulations and requirements.

Funding provided through this Agreement is “conditionally approved” subject to the completion of the Environmental Review Process by the County. Notwithstanding any provision of this Agreement, the parties hereto agree and acknowledge that this Agreement does not constitute a commitment of funds or site approval, and that such commitment of funds or approval may occur only upon satisfactory completion of environmental review and receipt by the County of a release of funds from the U.S. Department of Housing and Urban Development under 24 CFR Part 58. The parties further agree that the provision of any funds to projects/activities included in this Agreement is conditioned on the County’s determination to proceed with, modify or cancel the projects/activities based on the results of a subsequent environmental review.

The Subrecipient may not obligate or expend any funds provided through this Agreement until the County provides to the Subrecipient a “Notice to Proceed,” which shall represent in part, the completion of the environmental review process, and the Release of Funds by HUD for the projects/activities contained in the Agreement.

14. Wage Rates (where applicable) – The County and the Municipal Engineer shall be responsible for the preparation of all requests for wage rate determinations on CDBG activities, on behalf of the Subrecipient. The Subrecipient shall notify the County prior to initiating any activity, including advertising for contractual services, which will include costs likely to be subject to the provisions of the Davis-Bacon Act and its implementing regulations. The County will provide technical assistance to the Subrecipient to ensure compliance with these requirements.
15. Technical Assistance – The County agrees to provide technical assistance to the Subrecipient in the form of oral and/or written guidance and on-site assistance regarding CDBG procedures. This assistance will be provided as requested by the Subrecipient, and at other times, at the initiative of the County or when the County provides new or updated CDBG Program Information to the Subrecipient.
16. Review Authority – The County shall have the authority to review any and all procedures and all materials, notices, documents, etc., prepared by the Subrecipient in implementation of this Agreement. The Subrecipient agrees to provide all information required by any person authorized by the County to request such information from the Subrecipient, for the purpose of reviewing the same.
17. Agreement Suspension and Termination – In accordance with the provisions of 24 CFR 85.43, or with the provisions of 24 CFR 84.60-62, suspension or termination of this Agreement may occur if the Subrecipient materially fails to comply with any term of this Agreement. The Agreement may be terminated for convenience in accordance with 24 CFR 85.44 or with 24 CFR 84.60-62. This Agreement may be terminated with or without cause by either party, hereto, by giving thirty (30) calendar days written notice of such termination. However, CDBG funds allocated to the Subrecipient under this Agreement may not be obligated or expended by the Subrecipient following such date of termination. Any funds allocated to the Subrecipient under this Agreement which remain un-obligated or unspent upon such date of termination shall automatically revert to the County.
18. Agreement Amendment(s) – This Agreement may be modified or amended by mutual agreement of the parties; however, no waiver, modification or amendment of any terms, conditions or provisions of this agreement will be valid, or of any force or effect, unless made in writing, approved by the respective parties’ governing bodies and properly executed by the authorized representatives of the parties. All amendments to this Agreement shall be made a part of the Agreement by inclusion in Exhibit 3, which will be attached at the time of any amendments(s). If the Subrecipient seeks an amendment to this agreement,

the request for such amendments shall be submitted in written form to the Gloucester County Community Development Program in a format prescribed by the Housing and Community Development Program. If an amendment to the Gloucester County Consolidated Plan is required, the Subrecipient shall be informed of such requirement and the steps required to effectuate such a Consolidated Plan amendment.

19. Termination Date – The termination date of this Agreement is **November 6, 2013**.

20. Program Income – If the Subrecipient generates any program income as a result of the expenditure of CDBG funds, the provisions of 24 CFR 570.504(c) shall apply, as well as the following specific stipulations:

- a. The Subrecipient acknowledges, by executing this Agreement, that it must notify the County of the receipt of any program income during the calendar month that such program income is generated.
- b. Any such program income must be paid to the County within seven (7) calendar days following the end of month in which the program is generated. Such payment to the County must include any interest or other earnings generated from the program income during the time the program income was in the possession of the Subrecipient.
- c. The Subrecipient further acknowledges, by executing this Agreement, that the County has the responsibility for monitoring and reporting to the U.S. Department of Housing and Urban Development (HUD) on the generation of any such program income. The Subrecipient acknowledges its responsibility for appropriate record keeping and reporting to the County on the generation and/or receipt of such program income.
- d. In the event of close-out or change in status of the Subrecipient, any program income that is on hand or received subsequent to the close-out or change in status shall be paid to the County within 30 calendar days of the official date of the close-out or change in status. The County agrees to notify the Subrecipient in writing, should close out or change in status of the Subrecipient occur and a result of changes in CDBG Program statutes, regulations, and/or instructions.

21. Audits

The Subrecipient agrees to comply with the requirements of:

- A. The “Government Auditing Standards, Standards for Audit of Governmental Organizations, Programs, Activities and Functions,” 1994 Revision or its successors, [“The Yellow Book”] issued by the Comptroller General, United States General Accounting Office.
- B. The “Single Audit Act of 1984” [P.L. 104-156], required that States, local governments and non-profit organizations which receive federal funds must have audits performed in conformance with the Single Audit Act, as amended, and with implementing Circulars issued by the Office of Management and Budget, Municipal entities must have their audits prepared consistent with the requirement of OMB Circular A-133, or its successor.

If the minimum monetary amount requiring the preparation of the Single Audit, as stated in Circular A-133, are not triggered, the Subrecipient shall provide to the Gloucester County Community Development Block Grant Office three (3) copies of its normal independent auditor’s report, as soon as practicable following the close of its normal independent auditor’s report, as soon as practicable following the close of its fiscal year, but not later than 9 months following the close of each such year. The independent audit which addresses the Community Development Block Grant funds received/expended by the Subrecipient shall, conform to the Gloucester County Audit Standards described in 19 - C of this Agreement.

C. Gloucester County Audit Standards for CDBG Subrecipients Where Single Audit Act Requirements Do Not Apply.

Because the County is responsible for any grant funds provided to all Municipalities, any organization or cities which expend a total of more than \$100,000.00 but less than \$300,000.00 of CDBG funds in any fiscal year from this agreement, must have an independent audit of those funds performed annually or shall follow procedures specified, herein, as if all funds were subject to the requirements below.

- 1) A statement by the executive financial official of the organization or city that they have read and adhered to the requirements of OMB Circular A - 1-33 and have met those requirements as they are applicable to their organization. This statement should be in written form and submitted to the County within thirty (30) calendar days following the end of the fiscal year of the Subrecipient;
- 2) All requests to the County for CDBG reimbursements shall be approved by an individual at least one level above the person who prepares the reimbursement request. If the reimbursement request is prepared by the Chief Financial Administrator of the organization, the request shall be approved by a Chairperson or other designated member of the organization's governing board;
- 3) For all CDBG requests for reimbursement, the invoice and accompanying copies of checks and other supporting documentation shall be submitted with the reimbursement request;
- 4) The County shall periodically perform reviews of Subrecipient's financial records and systems not less often than one time during Subrecipient's fiscal year, including the review of Agency records, at least annually, at the offices of the Subrecipient. This review should include procedures to request and verify documentation of all expenditures requested in a single reimbursement request;
- 5) Any appropriate corrective action for instances of noncompliance as a result of these program reviews has been taken within six (6) months of notification by the County that these reportable conditions exist;
- 6) At each fiscal year end, the Subrecipient shall submit to the County a financial statement prepared from the Subrecipient's financial records that presents the revenues received from the Gloucester County Community Development Block Grant Program and the expenditures for which these funds were used; and

The above procedures will provide the County's independent auditor with sufficient information to determine whether the Subrecipient has materially complied with the applicable laws and regulations, as they govern their programs. If any of the above procedures provide less information than is already required by this agreement, then the applicable procedures already stated in the agreement shall govern the Subrecipient's responsibilities to the County.

- D. The Subrecipient agrees to have its Single Audit or other independent audit performed in conformance with these Federally-required and the County stipulations, at its own cost and not payable with CDBG funds.
- E. The Subrecipient further agrees to send a copy of its Single Audit Report or independent auditor's report to the Gloucester County Community Development Program as soon as practicable following the close of the Subrecipient's fiscal year, but in no case shall the audit report be submitted to the Gloucester County Community Development Program later than 9 months following the close of the Subrecipient's fiscal year which is the subject of the audit in question.

F. The County reserves the right to recover, from non-CDBG sources of the Subrecipient any CDBG expenses of the Subrecipient which are questioned or disallowed by the Subrecipient's independent auditor or by the County's independent auditor as a part of their review of the Subrecipient's audit.

22. The Subrecipient shall comply with all the applicable requirements of 24 CFR 570 [CDBG-R Regulations], the "Common Rule" [24 CFR Parts 84 and 85 – as applicable], OMB Circulars A-87, A-110, A-122, and A-133, as applicable. These documents are incorporated as a part of this Agreement by reference, herein. The referenced documents are also available from the Gloucester County Community Development Program, upon request.

23. **PERFORMANCE**

The Subrecipient, while utilizing these CDBG funds to increase capacity, services, or expansion of services for Low/Moderate Income households through those activities deemed eligible by HUD, will continue, on an on-going basis, to meet or exceed the performance goals as indicated in Exhibit 2 [Scope of Services]. Failure to maintain an adequate level of service or provide a quantifiable increase in services over the specified time period as defined by this agreement shall make the Subrecipient subject to various disciplinary actions that include, but are not limited to, the following: suspension or probation of current grant activities; termination of current grant agreement with CDBG funds being reimbursed to the County; and debarment from participating in future years CDBG application cycles until measurable improvement can be achieved and sustained.

IN WITNESS WHEREOF, the parties hereunto have affixed their signatures on the dates specified

below:

**HISTORICAL AND EDUCATIONAL
LODGE-HALL PRESERVATORY, INC.**

COUNTY OF GLOUCESTER

(Signature)

(Signature)

By: _____
(Typed Name/Title)

By: **ROBERT M. DAMMINGER, Freeholder Director**
(Typed Name/Title)

Date: _____

Date: _____

ATTEST:

ATTEST:

(Signature)

(Signature)

BY: _____
(Typed Name/Title)

By: **ROBERT N. DILLELLA, Clerk of the Board**
(Typed Name/Title)

Date: _____

Date: _____

Approved by Resolution dated:

Approved by Resolution dated:

EXHIBIT 1
CERTIFICATIONS

EXHIBIT 1

COMMUNITY DEVELOPMENT BLOCK GRANT GRANTEE CERTIFICATIONS

In accordance with the Housing and Community Development Act of 1974, as amended, ("the Act") and with 24 CFR 570 of the Community Development Block Grant regulations, the Subrecipient certifies that:

- (a) It possesses legal authority to accept and execute a Community Development Block Grant award from the County;
- (b) Its governing body has duly adopted or passed, by at least a majority vote, as an official act a resolution, motion or similar action authorizing the acceptance of this grant for the purposes specified in the Agreement and directing and authorizing it appropriate personnel to execute and implement this Agreement and to provide to the County such additional information as may be required;
- (c) Provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blighted areas and of which funds are proposed to be used, and provides for participation of residents in low and moderate income neighborhoods, as defined by the County;
- (d) Provides citizens with reasonable and timely access to local meetings, information, and records relating to the Subrecipient's use of funds, as specified in this Agreement;
- (e) Provides for the public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for persons with disabilities;
- (f) Identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate;
- (g) The grant will be conducted and administered in compliance with:
 - 1. Title VI of the Civil Rights Act of 1964 (Public Law 88-352, 42 U.S.C. Sec. 2000d et seq.); and
 - 2. The Fair Housing Act (42 U.S.C. 3601-20);
- (h) It will affirmatively further fair housing;
- (i) It will carry out the activities specified in this Agreement consistent with the goals, objectives, and strategies of the Gloucester County Consolidated Plan;
- (j) It will not attempt to recover any capital costs of public improvements assisted in whole or in part with funds provided under section 106 of the Act or with amounts resulting from a guarantee under section 108 of the Act by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless:
 - 1. Funds received under section 107 of the Act are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under Title I of the Act; or
 - 2. For purposes of assessing any amount against properties owned and occupied by persons of moderate income, the grantee certifies to the Secretary that it lacks sufficient funds received under section 106 of the Act to comply with the requirements of subparagraph (1) above;
- (k) Its notification, inspection, testing and abatement procedures concerning lead-based paint will comply with 24 CFR Part 570.608;
- (l) It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, as required under 24 CFR Part 570.606.
- (m) It has adopted and is enforcing:
 - 1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
 - 2. A policy enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

(n) To the best of its knowledge and belief:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of any Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or and employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph (n) of this certification to be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly;

(o) It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about-
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance program's; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will;
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within thirty (30) calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted;

- (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1,2,3,4,5, and 6.
8. The site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

HISTORICAL AND EDUCATIONAL LODGE-HALL PRESERVATORY, INC.
 P.O. Box 443 Richardson Avenue
 Swedesboro, NJ 08085

GLOUCESTER COUNTY, NEW JERSEY

(p) It will comply with the other provisions of the Act and with other applicable laws.

Signature – President

Typed Name – President

 Date

ATTEST:

Signature of Person Attesting Signature by President

Typed Name – Person Attesting Signature by President

Title – Person Attesting Signature by President

Date of Attesting Person's Signature

APPENDIX TO CDBG CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS

A. Lobbying Certification – Paragraph n

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification – Paragraph o

1. By signing and executing this Agreement, the Subrecipient is providing the certification set out in Paragraph (o).
2. The certification set out in paragraph (o) is a material representation of fact upon which reliance is placed when the County awards the grant. If it is later determined that the Subrecipient knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Work Place Act.
3. Workplaces under this Agreement shall be identified in this Agreement. Failure to identify all known workplaces constitutes a violation of the Subrecipient's drug-free workplace requirements.
4. Workplace identifications must include the actual address of building (or parts of buildings) or other sites where work under the grant takes place.
5. If the workplace identified to the County Changes during the performance of the grant, the Subrecipient shall inform the County of the change(s), if it previously identified the workplace in question (see paragraph three).
6. Definitions of terms in the Non-procurement Suspension and Debarment common rule and Drug-free workplace common rule apply to this certification. Municipal attention is called in particular, to the following definitions from these rules:

“Controlled substance” means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

“Conviction” means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charges with the responsibility to determine violations of the Federal or State criminal drug statutes;

“Criminal drug statute” means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

“Employee” means the employee of a Subrecipient directly engages in the performance of work under a grant provided through this Agreement, including: (i) All “direct Charge” employees; (ii) all “Indirect charge” employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are not on the Subrecipient's payroll. This definition does not include workers not on the payroll of the Subrecipient (e.g., volunteers, even if used to meet a matching requirement, consultants or independent contractors not on the Subrecipient's payroll; or employees of Municipalities or subcontractors in covered workplaces).

EXHIBIT 2

SCOPE OF SERVICES

EXHIBIT 2

SCOPE OF SERVICES

The following activities and/or projects shall be carried out by the Subrecipient, under the terms of this Agreement and its accompanying certifications and reporting requirements:

Agency: **HISTORICAL AND EDUCATIONAL LODGE-HALL PRESERVATORY, INC.**
Activity Name: **Mt. Zion AME Small Gloucester Church Roof Restoration Project**
Activity Number: **CD-12-HP#1**

ACTIVITY DESCRIPTION

The total **PY 2012/2013 CDBG** budget for this activity shall not exceed **\$25,000.00**. The Agreement shall be effective on the date specified on Page 1 of this Agreement and terminate on **November 6, 2013**.

Agreement with the Historical and Educational Lodge-Hall Preservatory, Inc. (H.E.L.P) is to restore the roof of Mt. Zion AME Church of Small Gloucester. This is a very historic church which was erected around 1803 shortly after the American Revolution. This was a free Black hamlet located on Garwin Road in Woolich Township. Although this was a free Black hamlet, it was constantly stalked by Slave Captors. From the moment of its conception, this hamlet became an active safe house on the Underground Railroad. To this day, it maintains a trap door that leads to a hole under the Church where they would hide runaway slaves. Restoration of Mt. Zion AME Church's roof will ensure preservation of this Historic Site for another 50 years.

EXHIBIT 3

AGREEMENT AMENDMENTS

[Add Amendments if applicable]

EXHIBIT 4

LEASE AGREEMENT

[Add if applicable]

EXHIBIT 5

PROPERTY USE REQUIREMENTS

[Add if Applicable]

RESOLUTION AUTHORIZING AN AMENDMENT TO THE 2010 AND 2011 AGREEMENTS WITH USDA RURAL DEVELOPMENT FOR THE HOUSING PRESERVATION GRANT TO INCLUDE MONROE AND FRANKLIN TWP TO THE PROJECT AREAS

WHEREAS, by Resolutions dated November 22, 2010 and December 13, 2011, the Gloucester County Department of Economic Development executed Agreements with the U.S. Department of Agriculture for Housing Preservation Grant funds that meet criteria as established by USDA to rehabilitate owner occupied homes of very low income, less than 30% of median income, residents to improve target areas within Gloucester County that might otherwise become sources of blight; and

WHEREAS, the County of Gloucester is the designated agent for the Community Development Block Grant and HOME funding programs and has executed the Grant Agreements between the County of Gloucester and the U.S. Department of Agriculture, Rural Development; and

WHEREAS, the County of Gloucester's Department of Economic Development, Division of Housing and Community Development is requesting the approval of an Amendment to these Agreements to extend the project area to include Monroe and Franklin Twp; and

WHEREAS, the Housing Preservation Grant agreements will be amended to extend the project areas to Monroe and Franklin Twp with no extension of term or increase in funding.

NOW, THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of that the Freeholder Director is authorized to execute any and all documents between the County of Gloucester and the U.S. Department of Agriculture, Rural Development to approve the within Amendment to the Agreements.

ADOPTED at a regular meeting of the Gloucester County Board of Chosen Freeholders of the County of Gloucester, State of New Jersey held on Wednesday, November 7, 2012 at Woodbury, New Jersey.



COUNTY OF GLOUCESTER

ROBERT M. DAMMINGER, DIRECTOR

ATTEST:

ROBERT N. DILELLA, CLERK

B5

AMENDMENT
TO
HOUSING PRESERVATION GRANT AGREEMENT

This amendment between GLOUCESTER COUNTY herein called the "Grantee," and the United States of America acting through the Rural Development, Department of Agriculture, herein called "Rural Development, hereby amends the Housing Preservation Grant Agreement originally executed by said parties on NOVEMBER 22, 2010.

Said grant agreement is amended by extending the ending date of the grant agreement to N/A, and/or by making the following changes noted in the attachments hereto (list and identify proposal(s) and any other documents pertinent to the grant agreement which are attached to this amendments) . Adding Franklin & Monroe Townships to project area.

The grantee has caused this "Amendment To Housing Preservation Grant Agreement " to be executed by its duly authorized FREEHOLDER DIRECTOR properly attested to and its corporate seal affixed by its duly authorized CLERK OF THE BOARD

Attest: Grantee:

By: _____
ROBERT M. DAMMINGER, FREEHOLDER DIRECTOR
(Title)

Date of Execution of Amendment to Grant
Agreement by Grantee:

United States of America
Rural Development:

By: _____
HOWARD HENDERSON, STATE DIRECTOR
(Title)

Date of Execution of Amendment to Grant
Agreement by Rural Development:

ooo

BLP

RESOLUTION CONFIRMING THE AWARD OF AN EMERGENCY CONTRACT TO JPC GROUP, INC. FOR HURRICANE SANDY STORM DAMAGE REPAIRS IN THE AMOUNT OF \$403,881.56

WHEREAS, the award of a contract by the County of Gloucester (hereinafter the "County") under and pursuant to the emergency provisions of the Local Public Contracts Law, and regulations promulgated thereunder (hereinafter the "Emergency Provisions"), for emergency construction and repair work for the Engineering Project "Hurricane Sandy Storm Damage Repairs", Project #12-10 (hereinafter the "Project") was made by the County on November 2, 2012 to JPC Group, Inc. (hereinafter "JPC"); and

WHEREAS, the said contract was exempt from public bidding, as it was required for an imminent flooding emergency resulting from Hurricane Sandy storm damage, as set forth in N.J.S.A. 40A:11-6, as certified by Vincent M. Voltaggio, P.E., County Engineer; and

WHEREAS, the County Engineer, Vincent M. Voltaggio, P.E., notified Peter Mercanti, the County Purchasing Agent, of the need for the said contract, the nature of the emergency, the time of its occurrence, and the need for invoking the Emergency Provisions, and certified to same; and

WHEREAS, the County invoked N.J.S.A. 40A:11-6 (Emergency Purchases and Contracts) in order to obtain the labor and materials necessary for the emergency work to be performed, and contracted with JPC, with an office address of 228 Barnsboro-Blackwood Road, Blackwood, NJ 08012, for the provision of the emergency construction services required for the Project for a maximum contract amount not to exceed \$403,881.56; and

WHEREAS, the Purchasing Agent for the County has certified the availability of funds for the Project in the amount of \$403,881.56, pursuant to C.A.F. #12-09677, which amount shall be charged against budget line item 2-01-20-165-001-20217.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Gloucester that the emergency contract awarded by the County to JPC for the Project, pursuant to, and in accordance with, the Emergency Provisions, be, and hereby is, confirmed and approved; and

BE IT FURTHER RESOLVED, by the Board of Chosen Freeholders of the County of Gloucester that the Freeholder Director, and Clerk of the Board, be and are hereby authorized to execute the emergency contract with JPC for the Project in the amount not to exceed FOUR HUNDRED THREE THOUSAND EIGHT HUNDRED EIGHTY-ONE DOLLARS AND FIFTY-SIX CENTS (\$403,881.56), per the time and materials prices submitted in JPC's quote, and subject to all conditions and requirements of the specifications for the Project issued by the County.

ADOPTED at a regular meeting of the Board of Chosen Freeholders of the County of Gloucester, held on Wednesday, November 7, 2012, at Woodbury, New Jersey.



COUNTY OF GLOUCESTER

ROBERT M. DAMMINGER, DIRECTOR

ATTEST:

ROBERT N. DILELLA, CLERK

B20

**CONTRACT
BETWEEN
COUNTY OF GLOUCESTER
AND
JPC GROUP, INC.**

THIS CONTRACT is made effective this 2nd day of **November 2012**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate, with administrative offices at 2 South Broad Street, Woodbury, New Jersey 08096, hereinafter referred to as "**County**", and **JPC Group, Inc.**, a New Jersey Corporation, with offices at 228 Blackwood-Barnsboro Road, Blackwood, NJ 08012, hereinafter referred to as "**Contractor**".

RECITALS

WHEREAS, there exists a need for the County to contract for all labor and material required concerning the Emergency Project known as "Hurricane Sandy Storm Damage Repairs", Engineering Project #12-10 (hereinafter the "Project"); and

WHEREAS, Contractor represents that it is qualified to provide the said services to and for the County by providing all labor and materials necessary for the Project, and desires to so perform pursuant to the terms and provisions of this Contract.

NOW, THEREFORE, in consideration of the mutual promises, agreements and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

TERMS OF AGREEMENT

1. **COMMENCEMENT OF SERVICES.** Contractor shall commence services upon being given a Notice to Proceed by the County Engineer; and this Contract shall be effective for the length of time necessary for the actual completion of the Project.
2. **COMPENSATION.** Contractor shall be compensated in accordance with the unit prices as set forth in its quote dated November 2, 2012 (hereinafter the "Quote") in an amount not to exceed \$403,881.56 for the labor and materials required for the Project, as per the specifications issued by the County for the Project (hereinafter the "Specifications"). The Specifications and the Quote are each incorporated herein by reference in their entirety.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

3. **DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be as set forth in the Specifications, which are incorporated herein, and made a part hereof by reference. The Contractor shall undertake and complete the Project in accordance with the Specifications, and as requested and directed by the County Engineer.

Contractor agrees that it has or will comply with, and where applicable shall continue throughout the period of this Contract to comply with, all of the requirements of the Specifications, and all applicable laws, statutes, regulations, rules and ordinances.

4. **FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the parties agree as follows, where applicable:

A. Contractor will not discriminate against any employee or applicant for employment because of gender, age, race, creed, color, religion, Vietnam-era veteran status, national origin, ancestry, marital status, disability, affectional or sexual orientation, genetic information, sex or atypical hereditary cellular or blood trait. Contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment without regard to their gender, age, race, creed, color, religion, Vietnam-era veteran status, national origin, ancestry, marital status, disability, affectional or sexual orientation, genetic information, sex or atypical hereditary cellular or blood trait. Such actions shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this non-discrimination clause.

B. The Contractor or subcontractor, where applicable, will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to gender, age, race, creed, color, religion, Vietnam-era veteran status, national origin, ancestry, marital status, disability, affectional or sexual orientation, genetic information, sex or atypical hereditary cellular or blood trait.

C. The Contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the Agency Contracting Officer advising the labor union or workers' representative of the Contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

D. The Contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to P.L. 1975, c.127, as amended and supplemented from time to time.

E. The Contractor or subcontractor, where applicable, agrees to attempt in good faith to employ minority and female workers consistent with the applicable County employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable County employment goals determined by Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C. 127, as amended and supplemented from time to time.

F. The Contractor or subcontractor, where applicable, agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of gender, age, creed, color, religion, Vietnam-era veteran status, national origin, ancestry, marital status, affectional or sexual orientation, or disability and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

G. The Contractor or subcontractor, where applicable, agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decision of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

H. The Contractor or subcontractor, where applicable, agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to gender, age, creed, color, religion, Vietnam-era veteran status, national origin, ancestry, marital status, affectional or sexual orientation, or disability and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey and applicable Federal law and applicable Federal court decisions.

I. The Contractor or subcontractor, where applicable, shall furnish such report or other document to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (N.J.A.C. 17:27).

J. Only manufactured products of the United States of America, wherever available, shall be used in the execution of the work specified herein.

K. In accordance with the Tax Equity and Fiscal Responsibility Act of 1982 (TEFRA), it is expressly understood that if the net amount paid to Contractor pursuant to this Contract exceeds Ten Thousand Dollars (\$10,000.00) in a twelve-month period, Contractor will grant to the Department of Health and Human Services and/or the general

Accounting Office access to such of Contractor's books, documents, and records as are necessary to verify the nature and extent of costs of services furnished under this Contract. Contractor agrees to grant such access until the expiration of four (4) years after the services are furnished under the contract. In the event that Contractor carries out any duties of the contract through a subcontract with a related organization which will result in payment to the related organization of Ten Thousand Dollars (\$10,000.00) or more over a twelve-month period, Contractor agrees that any such subcontract shall require that the related organization shall make available such books, documents, and records which are necessary to verify the nature and extent of the costs.

5. **LICENSING AND PERMITTING.** If the Contractor or any of its agents is required to maintain a license, or to maintain in force and effect any permits issued by any governmental or quasi-governmental entity in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to County a copy of its current license and permits required to operate in the State of New Jersey, which license and permits shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor or its agents.

6. **TERMINATION.** This Contract may be terminated as follows:

A. Pursuant to the termination provisions set forth in the Specifications, if any, which are specifically referred to and incorporated herein by reference.

B. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

C. If, through any cause, the Contractor or subcontractor, where applicable, shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

D. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

E. Notwithstanding the above, the Contractor or subcontractor, where applicable, shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

F. Termination shall not operate to affect the validity of the indemnification provisions of this Contract, nor to prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

7. **NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County and no obligation on the County's part to the assignee shall arise, unless the County shall elect to accept and to consent to such assignment or subcontract.

8. **INDEMNIFICATION.** The Contractor or subcontractor, where applicable, shall be responsible for, shall keep, save and hold the County harmless from, and shall indemnify and shall defend the County against any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disabilities, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any acts or omissions, including negligence or malpractice, of any of its officers, directors, employees, agents, servants or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

9. **INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builder's insurance, and Workers' Compensation insurance in amounts, for the coverages, and with carriers deemed satisfactory by County, and which shall be in compliance with any applicable requirements of the State of New Jersey. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming County as an additional insured.

If Contractor is a member of a profession that is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract. The County shall review the certificate for sufficiency and compliance with this paragraph, and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees

to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

10. SET-OFF. Should Contractor either refuse or neglect to perform the service that Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expense shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

11. PREVENTION OF PERFORMANCE BY COUNTY. In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

12. METHODS OF WORK. Contractor agrees that in performing its work, it shall employ such methods or means as will not cause any interruption or interference with the operations of County or infringe on the rights of the public.

13. NON-WAIVER. The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement.

14. ALTERNATIVE DISPUTE RESOLUTION.

A. Controversies and Claims Subject to Mediation. Any controversy or claim arising out of or related to the contract, or the breach thereof, shall be settled by mediation.

If a dispute between County and Contractor arises during the course of the contract, the parties will make a good faith effort to resolve the dispute through non-binding mediation.

B. Contract Performance Pending Mediation. During mediation proceedings, Contractor shall continue to perform, and County shall continue to make payments pursuant to the terms of the Contract.

C. When Mediation May be Demanded. Prior to either party demanding mediation, the aggrieved party shall attempt to resolve the problem directly with the other party. The aggrieved party shall submit a written notice of dispute to the other party. The other party shall respond in writing.

Demand for mediation of any claim shall not be made until the earlier of the following:

(a) five (5) business days after the other party has provided its written response to

the aggrieved party's notice of dispute;

- (b) 30 days have passed after submission of the original, written claim by the aggrieved party and the other party has not responded.

If the written response from the other party does not resolve the dispute, the aggrieved party shall have 30 days from the delivery of the other party's response to file a demand for mediation. If the aggrieved party fails to do so, it shall be deemed to have waived its right pursuant to this contract to demand Alternative Dispute Resolution.

A party who files a "Notice of Demand for Mediation" must assert in the demand all claims then known to that party for which mediation may be demanded. If a party fails to include a claim because of excusable neglect, or when a claim has matured or been acquired subsequently, the mediator or mediators may permit amendments.

- D. Procedure to Request Mediation.** Either party may demand mediation by written notice to the other party. The written notice shall contain at minimum (1) a brief statement of the nature of the dispute, and (b) the name, address and the phone number of that party's designated representative for purposes of mediation.

The other party shall designate its representative for mediation in writing no later than five (5) business days after receipt of the demand for mediation.

The respective designees shall thereupon promptly, and with due regard for the need for timely action, choose a mediator. If the parties cannot agree on a mediator, they shall choose a reputable mediation firm.

Any mediation firm so chosen shall present a list of at least five (5) proposed mediators to the parties and shall provide the parties with a summary of each person's qualifications to serve as mediator. Each party shall rank the proposed mediators in order of preference.

The fifth and any lower ranked persons on each list will be excluded from further consideration.

The chosen mediator shall be the remaining person who is the combined highest ranking mediator on both preference lists, after deleting all excluded persons.

In the event of a tie, the mediator shall be chosen by lot.

- E. Procedures at Mediation.** The mediation shall be conducted in such reasonable and efficient manner as may be agreed between the parties and the mediator or, if the parties cannot agree, as may be determined by the mediator.

The parties will not be bound by the Rules of Evidence in presenting their positions before the mediator.

- F. **Cost of Mediation.** Each party will bear its own cost of participation in the mediation. The mediator's fee will be divided equally between the parties.
- G. **Failure of Mediation.** If a good faith effort to resolve the dispute through mediation is unsuccessful, either party may terminate the mediation by written notice to the mediator and to the other party. Thereafter, either party may submit the dispute to the Superior Court of New Jersey, Gloucester County, for adjudication, which court shall have exclusive original jurisdiction over the dispute.

15. **PARTIAL INVALIDITY.** In the event that any provision of this Contract shall be or become invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provision of this Contract.

16. **CHANGES.** This Contract may be modified by approved change orders, consistent with applicable laws, rules and regulations. The County, without invalidating this Contract, may order changes consisting of additions, deletions, and/or modifications, and the contract sum shall be adjusted accordingly. This Contract and the contract terms may be changed only by change order. The cost or credit to the County from change in this Contract shall be determined by mutual agreement before executing the change involved.

17. **NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

18. **COMPLIANCE WITH APPLICABLE LAW.** Contractor shall at all times during the course of the effective period of this Contract comply with and be subject to all applicable laws, rules and regulations of the State of New Jersey and of any other entity having jurisdiction pertaining to the performance of Contractor's services.

19. **INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor and is not an agent of the County.

20. **CONFIDENTIALITY.** Contractor agrees not to divulge or release any information, reports, or recommendations developed or obtained in connection with the performance of this Contract, during the term of this Contract, except to authorized County personnel or upon prior approval of the County.

21. **BINDING EFFECT.** This Contract shall be binding on the undersigned and their successors and assigns.

22. **CONTRACT PARTS.** This Contract consists of this Contract document, the Specifications, and the Quote, all of which are referred to and incorporated herein. Should there occur a conflict between this form of Contract and the Specifications, then this Contract shall prevail. If there should occur a conflict between either this form of Contract or the Specifications, and the Quote, then this Contract and the Specifications shall prevail.

THIS CONTRACT is effective as of November 2, 2012.

IN WITNESS WHEREOF, the County has caused this instrument to be signed by its Director, attested by its Clerk, and its corporate seal affixed hereunto, pursuant to a Resolution of the said party of the first part passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

ATTEST:

COUNTY OF GLOUCESTER

ROBERT N. DILELLA, CLERK

ROBERT M. DAMMINGER, DIRECTOR

ATTEST:

JPC GROUP, INC.

BY: _____

(Please Print Name)

(Please Print Title)

Ble

**COUNTY OF GLOUCESTER
CERTIFICATION OF REQUEST FOR EMERGENCY PURCHASES**

THE UNDERSIGNED DEPARTMENT HEAD (OR DESIGNATED AGENT) CERTIFIES AS FOLLOWS:

1. AN EMERGENCY CONDITION EXISTS IN Engineering
(NAME OF DEPARTMENT)

2. THIS EMERGENCY OCCURRED ON 10/27/2012 thru TBD
(DATE) (TIME)

3. THE NATURE OF THE EMERGENCY IS:
Hurricane Sandy caused high flows through and over various County drainage structures throughout the County of Gloucester. The flows have scoured away the adjacent embankments where emergency temporary repairs were made along and around Floodgate Road in Logan and Greenwich Townships. The County is contracting to perform emergency and permanent repairs as required in this emergency contract. This temporary stabilization will not hold up if a significant storm event occurs, thereby necessitating the permanent repair to be constructed immediately.

4. THIS CONDITION CONSTITUTES AN EMERGENCY AFFECTING THE IMMEDIATE HEALTH, SAFETY OR WELFARE OF THE PUBLIC.

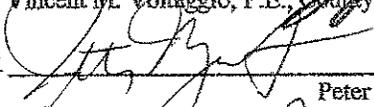
5. DESCRIPTION OF CONDITION AND HOW IT AFFECTS HEALTH, SAFETY OR WELFARE.
The damage caused by the Hurricane has rendered the roadway embankments and bridges/culverts/ drainage berms unsafe and immediate permanent emergency repairs are required to maintain facilities for the traveling public.

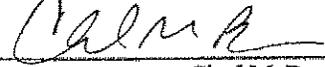
6. IT IS NECESSARY TO INVOKE N.J.S.A. 40A:11-6 (EMERGENCY PURCHASES AND CONTRACTS) IN ORDER TO OBTAIN THE DELIVERY OF THE MATERIALS, SUPPLIES, OR SERVICES DESCRIBED IN THE ATTACHED REQUISITION #. THE ESTIMATED COST OF FURNISHING THE MATERIALS, SUPPLIES OR SERVICES IS \$ 403,881.56

7. PERMISSION IS REQUESTED FOR APPROVAL TO ISSUE A PURCHASE ORDER WITHOUT OBTAINING BIDS, PURSUANT TO THE ABOVE CITED STATUTE.

8. I CERTIFY THAT THE FOREGOING STATEMENTS MADE BY ME ARE TRUE. I AM AWARE THAT IF ANY OF THE FOREGOING STATEMENTS MADE BY ME ARE WILLFULLY FALSE, I AM SUBJECT TO PUNISHMENT.

DEPARTMENT HEAD  DATE 11/2/2012
Vincent M. Voltaggio, P.E., County Engineer

PURCHASING DIRECTOR  11-2-12
Peter Mercanti

APPROVED BY COUNTY ADMINISTRATOR 
Chad M. Bruner

C1

**RESOLUTION TO CONTRACT WITH FREE FOR ALL, INC., TO OFFER A
DISCOUNT PRESCRIPTION DRUG PROGRAM FOR GLOUCESTER COUNTY
RESIDENTS FROM NOVEMBER 15, 2012 TO NOVEMBER 14, 2014 WITH NO COST
TO THE COUNTY**

WHEREAS, Gloucester County is committed to programs that enhance the quality of life for its residents to the maximum extent practicable; and

WHEREAS, Gloucester County is aware that medical and pharmaceutical costs pose a substantial and increasing burden to many individuals; and are desirous of participating in programs that may help to reduce these burdens to their residents where possible; and

WHEREAS, the County of Gloucester has advertised for the receipt of public bids to provide a discount prescription drug program for the residents of Gloucester County; and

WHEREAS, after following proper bidding procedures, it was determined that Free For All, Inc., with offices at 921 Pleasant Valley Ave., Suite 100, Mt Laurel, New Jersey, 08054 was the lowest responsive and responsible bidder with no cost to the County; and

WHEREAS, this contract shall be effective for a two (2) year period commencing on November 15, 2012 through November 14, 2014; and the county has the option to extend the contract for one (1) two-year period or two (2) one-year periods; and

WHEREAS, although the Contract provides for pharmaceutical discounts, Free For All, Inc., will offer additional discounted medical services to Gloucester County residents including: discounted laboratory services, discounted imaging services and discounted pet medications; and

WHEREAS, in return for allowing use of its name and brand to market the program the County of Gloucester will receive \$1.25 per collected transaction for prescription drug program use; and

WHEREAS, the contract period is from November 15, 2012 thru November 14, 2014.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Chosen Freeholders of the County of Gloucester hereby authorizes the Freeholder Director, and Clerk to execute an Agreement, and any other documents necessary for Free For All, Inc., to supply and deliver the Prescription Drug Discount Program.

ADOPTED at a regular meeting of the Gloucester County Board of Chosen Freeholders held on November 7, 2012 at Woodbury, New Jersey.



COUNTY OF GLOUCESTER

ROBERT M. DAMMINGER, DIRECTOR

ATTEST:

ROBERT N. DILELLA, CLERK

C1

**CONTRACT
BETWEEN
COUNTY OF GLOUCESTER
AND
FREE FOR ALL, INC.**

THIS CONTRACT is made effective this 15th day of November, 2012 by and between **THE COUNTY OF GLOUCESTER**, a body politic and corporate, with offices in Woodbury, New Jersey, hereinafter referred to as the "**County**", and **FREE FOR ALL, INC.**, with offices at 921 Pleasant Valley Ave., Suite 100, Mt. Laurel, NJ 08054, hereinafter referred to as the "**Contractor**".

RECITALS

WHEREAS, the County is committed to programs that enhance the quality of life for its residents to the maximum extent practicable; and

WHEREAS, the County is aware that medical and pharmaceutical costs pose a substantial and increasing burden to many individuals; and are desirous of participating in programs that may help to reduce these burdens to their residents where possible; and

WHEREAS, the County of Gloucester has advertised for the receipt of public bids to provide a discount prescription drug program for the residents of Gloucester County.

NOW, THEREFORE, in consideration of the mutual promises, agreements and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

TERMS OF AGREEMENT

1. **TERM.** This Contract term is November 15, 2012 through November 14, 2014.
2. **COMPENSATION.** The County will incur no costs or fees of any kind payable to the Contractor for its performance as set forth in the Summary of Bids identified as PD-012-038 and Contractor's proposal, which is incorporated by reference and made part of this Contract. The County has the option to extend the contract for one (1) two-year period or two (2) one-year periods.
3. **DUTIES OF CONTRACTOR.** Contractor will offer a prescription drug discount program for the residents of Gloucester County. As part of its routine programming, Contractor also will offer additional discount medical services to residents.

Contractor agrees that it has or will comply with, and where applicable shall continue throughout the period of this Contract to comply with, all of the requirements set forth in the

specifications identified as PD-012-038, which are incorporated herein and made a part hereof by reference. Should a conflict occur between this form of contract and the bid documents, the bid documents shall prevail.

4. **FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the parties agree as follows, where applicable:

A. Contractor will not discriminate against any employee or applicant for employment because of gender, age, race, creed, color, religion, Vietnam-era veteran status, national origin, ancestry, marital status, disability, affectional or sexual orientation, genetic information, sex or atypical hereditary cellular or blood trait. Contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment without regard to their gender, age, race, creed, color, religion, Vietnam-era veteran status, national origin, ancestry, marital status, disability, affectional or sexual orientation, genetic information, sex or atypical hereditary cellular or blood trait. Such actions shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this non-discrimination clause.

B. The Contractor or subcontractor, where applicable, will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to gender, age, race, creed, color, religion, Vietnam-era veteran status, national origin, ancestry, marital status, disability, affectional or sexual orientation, genetic information, sex or atypical hereditary cellular or blood trait.

C. The Contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the Agency Contracting Officer advising the labor union or workers' representative of the Contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

D. The Contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to P.L. 1975, c.127, as amended and supplemented from time to time.

E. The Contractor or subcontractor, where applicable, agrees to attempt in good faith to employ minority and female workers consistent with the applicable County employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C. 127, as amended and supplemented from time to time or in

accordance with a binding determination of the applicable County employment goals determined by Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C. 127, as amended and supplemented from time to time.

F. The Contractor or subcontractor, where applicable, agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of gender, age, creed, color, religion, Vietnam-era veteran status, national origin, ancestry, marital status, affectional or sexual orientation, or disability and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

G. The Contractor or subcontractor, where applicable, agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decision of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

H. The Contractor or subcontractor, where applicable, agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to gender, age, creed, color, religion, Vietnam-era veteran status, national origin, ancestry, marital status, affectional or sexual orientation, or disability and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey and applicable Federal law and applicable Federal court decisions.

I. The Contractor or subcontractor, where applicable, shall furnish such report or other document to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (N.J.A.C. 17:27).

5. LICENSING AND PERMITTING. If the Contractor or any of its agents is required to maintain a license, or to maintain in force and effect any permits issued by any governmental or quasi-governmental entity in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to County a copy of its current license and permits required to operate in the State of New Jersey, which license and permits shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor or its agents.

6. **TERMINATION.** This Contract may be terminated as follows:

A. Pursuant to the termination provisions set forth in the Bid Specifications identified as PD-012-038, which are specifically referred to and incorporated herein by reference.

B. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

C. If, through any cause, the Contractor or subcontractor, where applicable, shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

D. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor.

E. Termination shall not operate to affect the validity of the indemnification provisions of this Contract, nor to prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

7. **NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County and no obligation on the County's part to the assignee shall arise, unless the County shall elect to accept and to consent to such assignment or subcontract.

8. **INDEMNIFICATION.** The Contractor or subcontractor, where applicable, shall be responsible for, shall keep, save and hold the County of Gloucester harmless from, and shall indemnify and shall defend the County of Gloucester against any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disabilities, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any acts or omissions,

including negligence or malpractice, of any of its officers, directors, employees, agents, servants or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract. The Contractor's liability under this agreement shall continue after the termination of this agreement with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

9. **INSURANCE**. Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builder's insurance, and Workers' Compensation insurance in amounts, for the coverages, and with carriers deemed satisfactory by County, and which shall be in compliance with any applicable requirements of the State of New Jersey. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming County as an additional insured.

If Contractor is a member of a profession that is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract. The County shall review the certificate for sufficiency and compliance with this paragraph, and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

10. **METHODS OF WORK**. Contractor agrees that in performing its work, it shall employ such methods or means as will not cause any interruption or interference with the operations of County or infringe on the rights of the public.

11. **NON-WAIVER**. The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement.

12. **PARTIAL INVALIDITY**. In the event that any provision of this Contract shall be or become invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provision of this Contract.

13. **NOTICES**. Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

14. **COMPLIANCE WITH APPLICABLE LAW.** Contractor shall at all times during the course of the effective period of this Contract comply with and be subject to all applicable laws, rules and regulations of the State of New Jersey and of any other entity having jurisdiction pertaining to the performance of Contractor's services.

15. **INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor and is not an agent of the County.

16. **CONFIDENTIALITY.** Contractor agrees not to divulge or release any information, reports, or recommendations developed or obtained in connection with the performance of this Contract, during the term of this Contract, except to authorized County personnel or upon prior approval of the County.

17. **BINDING EFFECT.** This Contract shall be binding on the undersigned and their successors and assigns.

18. **CONTRACT PARTS.** This Contract consists of this document, the specifications identified as PD-012-038 and the Contractor's bid package, all of which are referred to and incorporated herein. Should a conflict occur between this form of contract and the specifications, then the specifications shall prevail. If a conflict should occur between either this form of Contract or the specifications and the bid package, then this Contract and the specifications shall prevail.

THIS CONTRACT is effective as of this 15th day of November, 2012

IN WITNESS WHEREOF, the County has caused this instrument to be signed by its Director, attested by its Clerk, and its corporate seal affixed hereunto, pursuant to a Resolution of the said party of the first part passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

ATTEST:

COUNTY OF GLOUCESTER

ROBERT N. DI LELLA, CLERK

BY: _____
ROBERT M. DAMMINGER, DIRECTOR

ATTEST:

FREE FOR ALL, INC.

BY: _____
(Please Print Name)

C

<p>PD 012-038 Bid Opening 10/03/2012 10:00am</p>	<p>SPECIFICATIONS AND PROPOSAL FORM FOR THE SUPPLY AND DELIVERY OF A PRESCRIPTION DRUG DISCOUNT PROGRAM FOR THE COUNTY OF GLOUCESTER AND EXISTING UNITS WITHIN THE COUNTY AS ALLOWED THROUGH THE COUNTY CONTRACT PURCHASING SYSTEM NUMBERS CK-01-GC & 16GLCP</p>
<p>ITEM</p>	<p>VENDOR: Free For All Inc. 921 Pleasant Valley Avenue Suite 100 Mount Laurel, NJ 08054 James Donachie CMO 856 652-2249 800 809-9335 Fax</p> <p>VENDOR: Financial Marketing Concepts Inc. D/B/A Coast2Coast RX 100 Executive Way Suite 214 Ponte Vedra Beach, FL 32082 Edward W. Rahn CEO 904 285-4141 904 285-8787 Fax</p>
<p>1</p>	<p>Compensation to Gloucester County \$1.25 per collected transaction \$1.25 per prescription fill by Gloucester County residents</p>
<p>Will you extend your prices to local government entities within the County</p>	<p>YES</p>
<p>VARIATIONS:</p>	<p>FFA Lab Service \$1.00 per paid order FFA Imaging CT Scan \$12.00 per paid order FFA MRI \$20.00 per paid order</p>
<p>This is a two (2) year contract with one two (2) year extension or two one (1) year extensions</p>	<p></p>
<p>Bid specifications sent to:</p>	<p></p>
<p>Based upon the bids received, I recommend Free For All Inc. be awarded the contract as the highest responsive, responsible bidder.</p>	<p>Sincerely, Robert J. McErlane Assistant Purchasing Agent</p>

C1

SIGNATURE PAGE

SIGNED: James Donachie COMPANY: Free For All, Inc

NAME: James Donachie
(PRINTED OR TYPED)

ADDRESS: 921 Pleasant Valley Avenue Suite 100 Mount Laurel NJ 08054

TITLE: Chief Marketing Officer

TELE# 856-652-2249

DATE: 10/1/2012

FAX #: 800-809-9335



To: Board of Chosen Freeholders of the County of Gloucester

From: Free For All, Incorporated
921 Pleasant Valley Ave, Suite 100
Mount Laurel, NJ 08054
Phone: 856-652-2249, extension 4030

Subject: Proposal for Gloucester County Prescription Drug Discount Program

Re: Specifications for the Supply and Delivery of a Prescription Drug Discount Program for the County of Gloucester PD 012-038

As per the specifications in the above listed publication, Free For All Incorporated® (FFA) proposes to deliver the following services for the Gloucester County Prescription Drug Discount program:

1. Free RxCut® Plus Prescription Drug Discount Card with the Equalizer program
2. Free RxCut® Plus pet prescription discount card (same card)
3. Free RxCut® Plus Laboratory Services discount card (same card)
4. Free RxCut® Plus Imaging Services CT, MRI and PET scans discount card (same card)

Program descriptions/levels of service are as follows:

- Full marketing material is enclosed
- Discounts on prescriptions, labs and imaging services accessed with one FREE card.

RxCut® Plus Prescription Drug and Pet Prescription Drug Discount Cards

The RxCut® Plus program offers free access to discounts up to 75% off of prescription medication. This program was designed to help the insured, uninsured, underinsured, pet owners, as well as those with high copays and high deductibles.

- No enrollment is required, no personal information is needed
- Available to anyone
- No activation required or fees to use the card
- No age or income requirements
- Prescription Discount Cards are accepted at over 55,000 pharmacies across the country to include all major chains and most independent pharmacies
- Works for all FDA approved medications
- Never expires
- Unlimited uses



RxCut® Plus Equalizer Program

In January of 2011, Free For All, Incorporated® developed and launched its latest enhancement to the company's free transparent prescription savings program. RxCut® Plus launched the Equalizer in order to assist those being disadvantaged by their health insurance programs. The RxCut® Equalizer card guarantees that card users are receiving the absolute lowest possible price on their prescriptions. Whether it's the insurance copayment, the pharmacy retail price, or the RxCut® price, the cardholder will always pay the lowest price. The Equalizer program also incorporates "lesser of" logic that ensures Gloucester County Wellness Program cardholders will never be charged more than the usual and customary price.

Free For All®'s Equalizer program was designed to stop consumers from being charged their insurance copayment when the discounted price of the medication is actually lower. Today more than 210 million Americans receive prescription medication benefits through their employers and often pay a higher copay for a prescription than the RxCut® discount price or even the pharmacy retail price. Free For All®'s enhancement to the RxCut® Plus program now serves a market of 210 million Americans to further save on their prescription costs.

Internet Component (Website)

Free For All® will create and host a full customized website branded for the Gloucester County Wellness Program and link it to the Wellness program homepage. The customized website will possess the following functionality:

- Best of Breed Medication Pricing Tool that allows the user to search one or several medications at a time, instantly. This gives the cardholder the ability to comparison shop for the best price. The Gloucester County Wellness Program Medication Pricing Tool also instantly ranks the pharmacies in order, starting with the lowest price, within a 5 mile radius of the cardholder's zip code. This feature further allows the cardholder to pay the best price they can for their medications.
- Gloucester County Wellness Program Medication Pricing Tool is fully integrated with Google maps for instant locations, directions, store hours and satellite views of the surrounding area.
- Pill Splitting technology allows the cardholder the ability to further save money on prescriptions by quickly identifying if the cardholder's medication can be purchased in a larger dosage and split for big savings.
- The manufacturer's coupon search tool allows the cardholder to locate manufacturer's coupons that may be available for even further discounts for their medications, especially higher priced brand name medications. This

function links directly to the actual location of the coupon or offer, as opposed to simply directing to the main site forcing the card holder to continue to search.

- The cardholder has access to print unlimited FREE customized Gloucester County Wellness Program prescription discount cards to share with family, friends, coworkers, etc.
- There is a 'Contact Us' form function, which allows the cardholder to contact Free For All® for physical card distribution, ask specific questions electronically, and even order bulk Gloucester County Wellness Program cards for an event.
- The landing page is fully customized with the Gloucester County Wellness Program cards gives the cardholder the quick option of locating a pharmacy, pricing a medication, and printing customized Gloucester County Wellness Program cards. The landing page is easy to maneuver and has user friendly instructions on how to use the card.
- RxCut® Labs allows cardholders to easily search pricing, locations and hours for laboratory services, as well as order and pay for services all in one spot.
- RxCut® Imaging information and concierge services are also offered. Cardholders can gain further information on imaging discounts as well as contact Free For All®'s concierge service to locate an imaging center, identify pricing and pre-order imaging services.
- Mail Order service is also available through the Gloucester County Wellness Program custom website for both pet medications as well as human prescriptions.
- The Gloucester County Wellness Program's customized website also provides answers to frequently asked questions.

Level of Service for RxCut® Plus Prescription Discount Cardholders

Free For All® offers live, bilingual customer service 24 hours a day, 7 days a week, 365 days a year. This customer service is available to assist cardholders with:

- Locating participating pharmacies
- Pricing medications
- Identifying pharmacies with the lowest price for specific medications with (up to) the fifty closest pharmacies of the cardholder's location
- Answer questions about the program
- Answer questions about mail order
- Concerns at the pharmacy

Toll free customer service numbers are printed on every card.

Customized Cards and Marketing Materials

Free For All® will provide fully customized cards bearing the Gloucester County brand at no cost to Gloucester County. Free For All® will provide several creative examples and Gloucester County will be able to select their preferred design and approve the final product prior to distribution.

Free For All® will make available customized marketing material to be used at the discretion of Gloucester County both in English and Spanish. Free For All® will provide marketing materials at no cost to the County.

Free For All® will print and maintain a running stock of physical cards at its fulfillment center to be sent to residents upon request through Free For All® customer service or electronic card order submission at no cost to requestor or Gloucester County.

Laboratory and Imaging Discounts

The RxCut® Plus program offers free access to discounts up to 50% off of Laboratory and Imaging services using the same card and group numbers as the prescription drug discount card. Designed to help the insured, uninsured, underinsured, those with high deductibles, as well as individuals in the Medicare "donut hole".

- No enrollment is required
- Available to anyone
- No activation required or fees to use the card
- No age or income requirements
- Fully functioning website allowing access to easily print card for immediate use.
- Website customized to identify Gloucester County Wellness Program as sponsor of program
- Cards will be customized to identify Gloucester County Wellness Program as sponsor of program
- Discounts are available at over 2000 laboratory and 3800 imaging centers nationwide
- Never expires
- Unlimited uses



Level of Service for RxCut® Plus Lab and Imaging Discount Cardholders

Free For All® offers live, bilingual customer service 24 hours a day, 7 days a week, 365 days a year. This customer service is available to assist cardholders with:

- Locating participating centers in cardholder's area
- Locating service pricing
- Booking services
- Online access to easily locate, price, and order laboratory services

Toll Free customer service numbers are printed on every card.

Compensation Schedule

For marketing the program, Gloucester County will be compensated per the following schedule:

Transaction Type	Compensation to Gloucester County
Monthly Non U&C prescription transactions on human and pet medications	\$1.25 per collected transaction
FFA Laboratory Services	\$1.00 per paid order
FFA Imaging per paid CT Service ordered	\$12.00 per paid order
FFA Imaging per paid MRI ordered	\$20.00 per paid order

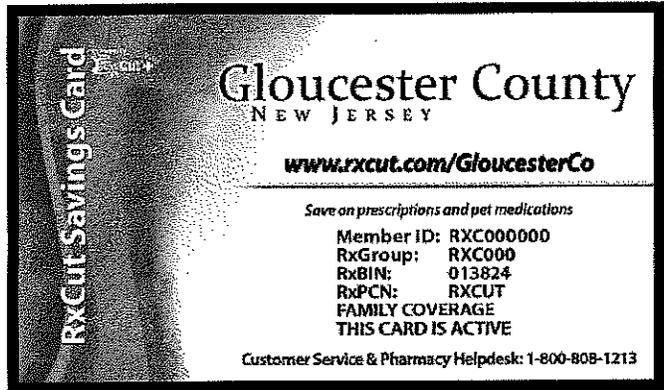
There is a 60-90 lag on initial payment due to plan set up and billing cycle establishment. After the set up period, compensation will be released monthly on or about the 15th of each calendar month for all prescription fees, received by Free For All®, through the end of the previous month.

RxCut Plus Card SAMPLE Form – CLIENT- Gloucester Co

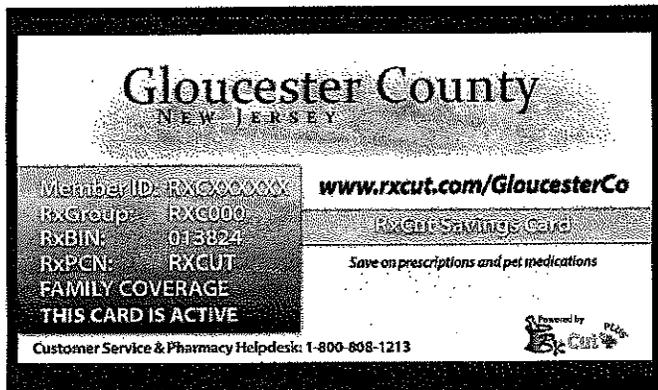
Please check the box next to your choice



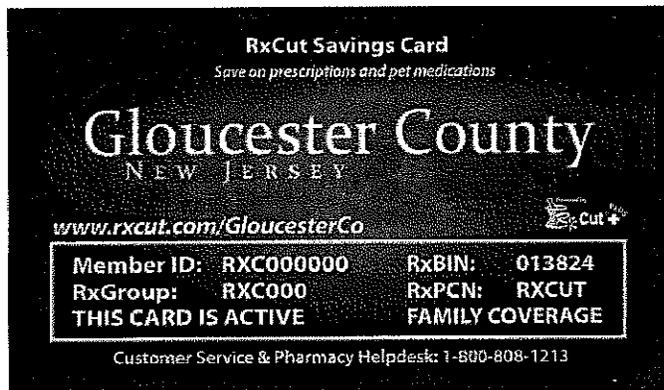
Version 1



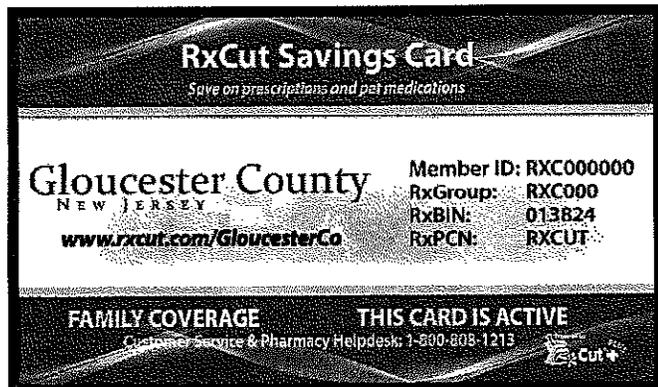
Version 2



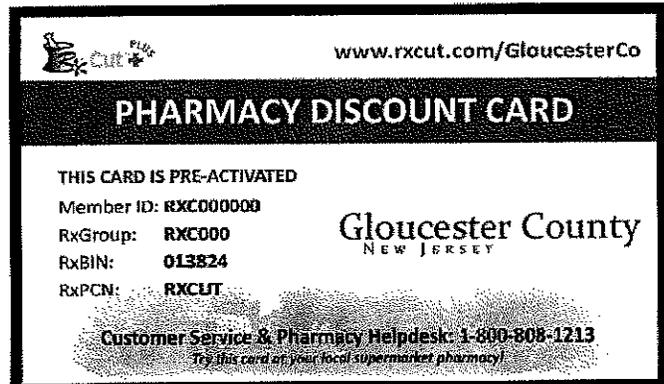
Version 3



Version 4



Version 5



Version 6

Adjustments:

Client Signature: _____

Date: _____

Gloucester County NEW JERSEY



RxCut® Plus the Equalizer in Healthcare

Because you deserve the lowest price on your generic drugs!

Have Insurance?

Is your Generic Copay \$10 or higher?

If your generic copay is \$10 or higher, have your pharmacist use our card to compare prices.

Start paying less by asking, "What's my RxCut® Price?"

The RxCut® price on 21 of the 25 most frequently used generic drugs, for our members, has been lower than insurance copays of \$10 or more. Today more than 210 million Americans receive drug benefits through their employer and pay a copay for a generic drug that is higher than the RxCut® price.

Register your FREE card as a secondary form of payment and always ask, "What's my RxCut® Price?"

No Insurance?

Up to a 75% discount on prescriptions and up to 50% on labs and imaging.

The RxCut® Plus healthcare savings program benefits the insured, uninsured, underinsured, those with high deductibles or in the Medicare donut hole.

RxCut® is driven to help all people. We negotiate deep discounts with pharmacies to provide low cost prescription drugs to consumers.

Always ask, "What's my RxCut® Price?" and start saving today

*The chart below is an actual account of one of our member's pharmacy transactions who had a \$15 insurance copay. By using the RxCut® Plus card, our member paid a total of \$21.09 instead of the \$45.00 in copays and received a total savings of \$23.91.

*Price as of 11/15/10

Drug Label Name	Quantity	Retail Price	Generic Copay	RxCut Price	Member Savings
IBUPROFEN TAB 600MG	20	\$10.99	\$15.00	\$7.20	\$7.80
CYCLOBENZAPR TAB 10MG	15	\$15.99	\$15.00	\$6.67	\$8.34
CYCLOBENZAPR-TAB 10MG	30	\$29.99	\$15.00	\$7.23	\$7.77

*The third purchase was only five days later and for twice the supply. The RxCut® price for our member was only 57 cents more. Savings Fact: Always ask your doctor for a larger quantity, when applicable.

www.rxcut.com/GloucesterCo

PHARMACY DISCOUNT CARD

THIS CARD IS PRE-ACTIVATED

Member ID: **RXC000000**

RxGroup: **RXC000**

RxBIN: **013824**

RxPCN: **RXCUT**

Customer Service & Pharmacy Helpdesk: 1-800-808-1213
Try this card at your local supermarket pharmacy!

www.rxcut.com/GloucesterCo

Start saving immediately by submitting this card to the pharmacy with your prescription. This program can help those with or without insurance save on prescription medications. Let us help you save even more by finding the lowest priced pharmacy for you!

- Visit the web site above and use the pharmacy price search to find the lowest priced option for your medications; or
- Call our help desk at 1-800-808-1213 anytime for over the phone assistance finding the lowest priced option or;
- Visit your local supermarket pharmacy and present this card with your prescription.

This card is reusable and never expires. Cardholders have saved as much as 75% with this program. **BE SURE TO SHARE THESE VALUABLE SAVINGS WITH FRIENDS AND FAMILY!**

For more information, pharmacies, price quotes, FREE cards, or pet medications visit our website above or call 1-800-808-1213.

THIS IS NOT INSURANCE-VOID WHERE PROHIBITED BY LAW

The program administrator may obtain fees from pharmacies based on your purchases in order to support this program. If you are a Texas resident please visit the above website, before using this card, to review the legal disclaimers.

The RxCut® Plus Healthcare Discount Card is FREE with NO enrollment, activation or expiration date. There are over 54,000 participating pharmacies across the U.S. and Puerto Rico.

Use the Above Card to Start Saving Immediately! Tell your Friends and Family too!

When savings are generated, RxCut® collects an administrative fee from that savings in order to support this program.



Gloucester County NEW JERSEY

RxCut® Plus the Equalizer in Healthcare

Because you deserve the lowest price on your generic drugs!

Have Insurance?

Is your Generic Copay \$10 or higher?

If your generic copay is \$10 or higher, have your pharmacist use our card to compare prices.

Start paying less by asking, "What's my RxCut® Price?"

The RxCut® price on 21 of the 25 most frequently used generic drugs, for our members, has been lower than insurance copays of \$10 or more. Today more than 210 million Americans receive drug benefits through their employer and pay a copay for a generic drug that is higher than the RxCut® price.

Register your FREE card as a secondary form of payment and always ask, "What's my RxCut® Price?"

No Insurance?

Up to a 75% discount on prescriptions and up to 50% on labs and imaging.

The RxCut® Plus healthcare savings program benefits the insured, uninsured, underinsured, those with high deductibles or in the Medicare donut hole.

RxCut® is driven to help all people. We negotiate deep discounts with pharmacies to provide low cost prescription drugs to consumers.

Always ask, "What's my RxCut® Price?" and start saving today

*The chart below is an actual account of one of our member's pharmacy transactions who had a \$15 insurance copay. By using the RxCut® Plus card, our member paid a total of \$21.09 instead of the \$45.00 in copays and received a total savings of \$23.91.

*Price as of 11/15/10

Drug Label Name	Quantity	Retail Price	Generic Copay	RxCut Price	Member Savings
IBUPROFEN TAB 600MG	20	\$10.99	\$15.00	\$7.20	\$7.80
CYCLOBENZAPR TAB 10MG	15	\$15.99	\$15.00	\$6.67	\$8.34
CYCLOBENZAPR-TAB 10MG	30	\$29.99	\$15.00	\$7.23	\$7.77

*The third purchase was only five days later and for twice the supply. The RxCut® price for our member was only 57 cents more. Savings Fact: Always ask your doctor for a larger quantity, when applicable.



www.rxcut.com/GloucesterCo

PHARMACY DISCOUNT CARD

THIS CARD IS PRE-ACTIVATED

Member ID: **RXC000000**

RxGroup: **RXC000**

RxBIN: **013824**

RxPCN: **RXCUT**



Customer Service & Pharmacy Helpdesk: 1-800-808-1213
Try this card at your local supermarket pharmacy!

www.rxcut.com/GloucesterCo

Start saving immediately by submitting this card to the pharmacy with your prescription. This program can help those with or without insurance save on prescription medications. Let us help you save even more by finding the lowest priced pharmacy for you!

- Visit the web site above and use the pharmacy price search to find the lowest priced option for your medications; or
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Use the Above Card to Start Saving Immediately! Tell your Friends and Family too!

When savings are generated, RxCut® collects an administrative fee from that savings in order to support this program.



Gloucester County NEW JERSEY

Save up to 50% off the Typical Price of Your Lab Tests, CT, MRI and PET Scans With the RxCut® Plus FREE Program!

What is this program and how can it help me?

The RxCut® Plus card is available to everyone because we want to help you save money on your healthcare costs. If you are underinsured or uninsured, our program is extremely beneficial to you. Remember a simple test can save your life.

How much of a discount will I get?

RxCut® Labs and Imaging provides you FREE access to savings up to 50% off the typical price on lab tests and imaging services.

How many lab and imaging centers participate in the RxCut® Plus program?

The card can be used at over 2,000 lab testing centers and over 3,800 imaging centers nationwide. To find a participating lab or imaging location close to you, call our concierge service at 1-800-808-1213 and select the Labs and Imaging option when prompted.

How much does it cost to participate?

There is no cost to access the discount; however, you will need to pre-pay for your test at the time of scheduling.

When does the card expire?

The card has no expiration date and can be used each and every time you have your prescription filled. You can even share the same card with your friends and family. All cards are active and ready for use.

How do I receive the benefits or schedule an appointment?*

Submit a request online via www.rxcut.com/GloucesterCo and click on the Lab or Imaging tab, or call our concierge service at 1-800-808-1213 and select the Labs and Imaging option when prompted. Be sure to have your RxPlus® card Member ID and RxGroup# ready. We will then schedule your pre-paid appointment at a location near you.

*RxCut® Labs benefits are not available in NJ, NY, MA, RI and Puerto Rico. RxCut® Labs and Imaging benefits are pre-paid programs and payment must be made at time of appointment scheduling. Imaging only includes CT, MRI and PET scans.

When savings are generated, RxCut® collects an administrative fee from that savings in order to support this program.

Free For All, Inc® • (800)809-0072 • www.rxcut.com • marketing@ffaemail.com • 921 Pleasant Valley Avenue, Suite 100 • Mt. Laurel, NJ • 08054

LIFAQ122711EN



Gloucester County

NEW JERSEY

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LIFAQ122711EN



Gloucester County NEW JERSEY

Save up to 75% on your prescription medications with RxCut® Equalizer

What is the Equalizer program and how can it help me?

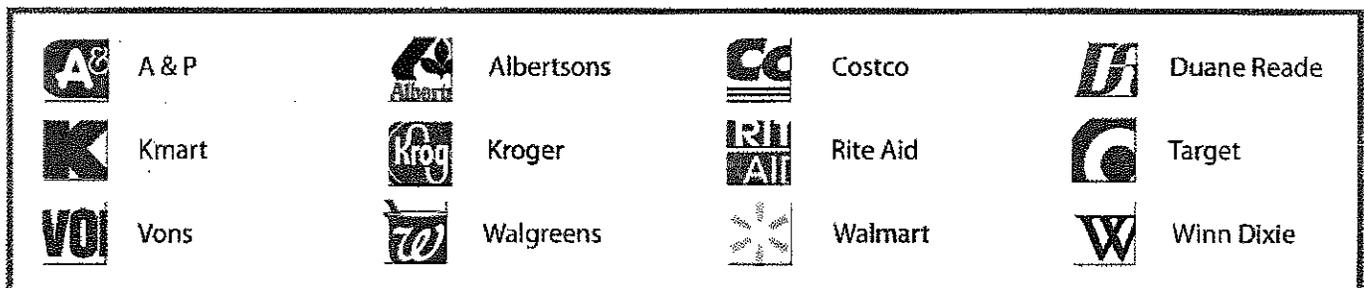
Using your FREE RxCut® Card guarantees every user the absolute lowest price possible; which EQUALS = their Insurance Copayment, the Pharmacy retail price or the RxCut® discount, whichever is less. Don't be fooled into paying higher prices.....always ask.....What's my RxCut® price? If you don't have Insurance use the card and save more!

How much of a discount will I get?

The RxCut® Price on 21 out of the 25 most frequently processed generic drugs, for our members, has been lower than an insurance copay of \$10 or more. Discounts vary depending on the medication and the pharmacy and typically range from 15% to 75%, with the largest savings coming from generic medications. The program has provided savings as high as 90%. By asking, "What's my RxCut® Price?", consumers are guaranteed they are always paying the lowest price possible.

Where can I use the card?

With over 54,000 participating pharmacies; it is simple to find a pharmacy that will accept the card. Visit www.rxcut.com/GloucesterCo or call 1-800-808-1213 to find participating pharmacies in your area. All major chain pharmacies and most independent pharmacies throughout the United States and Puerto Rico are included in this program such as:



How much does it cost to participate?

The RxCut® Plus Program is FREE. We provide this service to all individuals and families that wish to save on their prescription prices.

When does the card expire?

The card has no expiration date and can be used each and every time you have a prescription medicine. You can even share the same card with your friends and family. All cards are active and ready for use.

If you have additional questions or are in need of additional cards please visit www.rxcut.com/GloucesterCo or call 1-800-808-1213

When savings are generated, RxCut® collects an administrative fee from that savings in order to support this program.



Gloucester County NEW JERSEY

Save up to 75% on your prescription medications with RxCut® Equalizer

What is the Equalizer program and how can it help me?

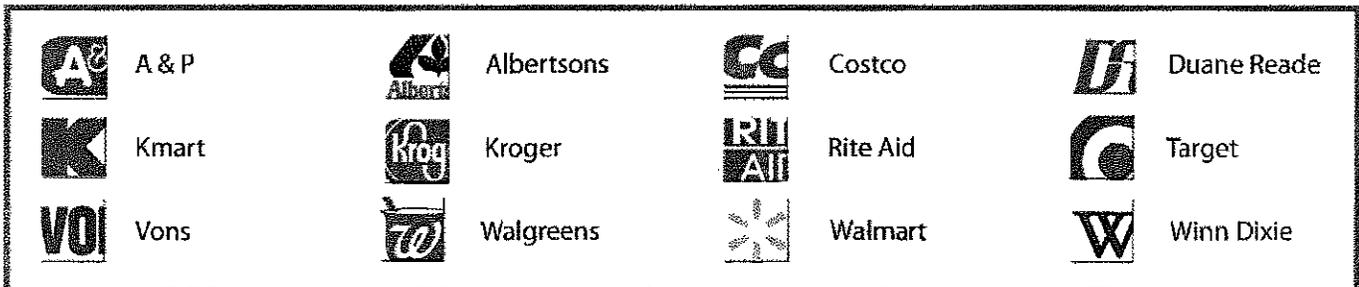
Using your FREE RxCut® Card guarantees every user the absolute lowest price possible; which EQUALS = their Insurance Copayment, the Pharmacy retail price or the RxCut® discount, whichever is less. Don't be fooled into paying higher prices.....always ask.....What's my RxCut® price? If you don't have Insurance use the card and save more!

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How much does it cost to participate?

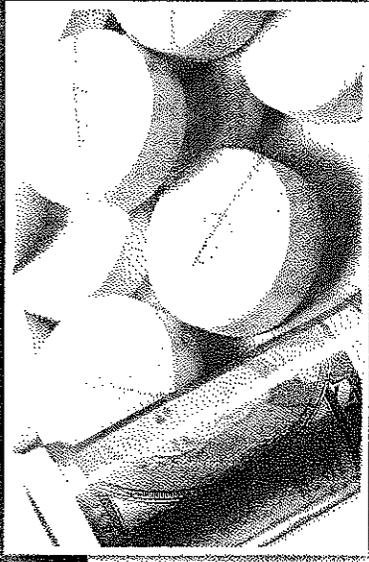
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When does the card expire?

The card has no expiration date and can be used each and every time you have a prescription medicine. You can even share the same card with your friends and family. All cards are active and ready for use.

If you have additional questions or are in need of additional cards please visit www.rxcut.com/GloucesterCo or call 1-800-808-1213

When savings are generated, RxCut® collects an administrative fee from that savings in order to support this program.



The RxCut® Plus Card Our FREE GIFT to YOU!

The FREE RxCut® Plus prescription savings card benefits the insured, uninsured, underinsured or those with high deductibles.



If you have any questions about this valuable program, please contact our 24 hour customer service at 1-800-808-1213.



Cut Here and Use

www.rxcut.com/GloucesterCo

Start saving immediately by submitting this card to the pharmacy with your prescription.

This program can help those with or without insurance save on prescription medications.

Let us help you save even more by finding the lowest priced pharmacy for you!

• Visit the web site above and use the pharmacy price search to find the lowest priced option for your medications; or

• Call our help desk at 1-800-808-1213 anytime for over the phone assistance finding the lowest priced option; or

• Visit your local supermarket pharmacy and present this card with your prescription.

This card is reusable and never expires. Cardholders have saved as much as 75% with this program.

BE SURE TO SHARE THESE VALUABLE SAVINGS WITH FRIENDS AND FAMILY!

For more information, pharmacies, price quotes, FREE cards, or pet medications visit our website above or call 1-800-808-1213.

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When savings are generated, RxCut® collects an administrative fee from the savings in order to support this program.

RxCut® Plus: Your Equalizer in Healthcare

Free Access to Discounts on
Prescription, Lab and
Imaging Services

Gloucester County
NEW JERSEY

Take Control of your
Healthcare Costs & use
your FREE Prescription,
Lab & Imaging
Savings Card

www.rxcut.com/GloucesterCo

C1

SIGNATURE PAGE

SIGNED: Edward W. Rahn COMPANY: Financial Marketing Concepts, Inc.

NAME: Edward W. Rahn
(PRINTED OR TYPED)

ADDRESS: 100 Executive Way, Suite 214, Ponte Vedra Beach, FL 32082

TITLE: President/CEO

TELE# 904-285-4141

DATE: Oct 1, 2012

FAX #: 904-285-8787

TO THE BOARD OF CHOSEN FREEHOLDERS
OF THE COUNTY OF GLOUCESTER

FREEHOLDERS:

THE UNDERSIGNED HEREBY DECLARES THAT HE/SHE HAS CAREFULLY EXAMINED THE SPECIFICATIONS AND PROPOSAL FORM FOR THE ABOVE SERVICES, FOR WHICH BIDS WERE ADVERTISED TO BE OPENED AND READ IN PUBLIC IN THE PURCHASING DEPARTMENT, 2nd FLOOR, COUNTY BUILDING, 2 S. BROAD ST. WOODBURY, NJ 08096.

THE SUCCESSFUL BIDDER FURTHER DECLARES THAT HE/SHE WILL CONTRACT WITH THE COUNTY OF GLOUCESTER TO FURNISH ALL ITEMS IN ACCORDANCE WITH THE SPECIFICATIONS AT THE PRICES SPECIFIED BELOW.

COMPENSATION TO THE COUNTY WILL BE: \$ 1.25 per prescription filled by Gloucester County residents.

VARIATIONS: None. See page 35 for more details on this compensation

Additional Information on the **Coast2Coast Rx** Program

In addition to the responses given on the Specifications page and the Introduction, the following is more detailed information on the **Coast2Coast Rx** program.

1. **The Discount Prescription Drug Program.** Financial Management Concepts, Inc. ("FMC"), along with its Pharmacy Benefit Manager, WellDyne Rx, Inc. ("WDRx"), offers the **Coast2Coast Rx** prescription discount card program to Gloucester County residents and their family members, and the **WellCard Health** program to its employees and their family members.

The **Coast2Coast Rx** program not only offers significant savings on prescription medications (including pet medications), but also offers discounts on dental, vision, hearing, veterinarian, lab tests, imaging services and diabetic supplies. No other free county program offers all these benefits. See Attachment "C" for information on these additional benefits.

The **Coast2Coast Rx** program offers the greatest savings to Gloucester County residents and their family members. In 2012 alone, the **Coast2Coast Rx** program saved county residents in the United States an overall average savings of 62.33% and over Eighty-Eight Million Dollars! See Attachment "E" for actual Savings Reports.

The **WellCard Health** program is a free program to Gloucester County employees and their family members, to-wit. This program is available, free of charge, to all Gloucester County employees, whether full-time, part-time, retired or temporary. It offers discounts of up to 50%) on a wide range of health services. See Attachment "C" for specifics on all the benefits of this program.

Discounts. The WellDyneRx' MAC program allows the greatest possible discounts to all residents. The WellDyneRx proprietary MAC is a custom listing that is aggressive not only in the overall discounts that it produces, but in the scope of the list as well. WellDyneRx determines generic pricing by researching wholesale prices from multiple sources, with guidance from HCFA. WellDyneRx then bases their price on the lesser of usual and customary price or the nationally manufactured generic price (which guarantees the resident the lowest possible price). WellDyneRx' MAC list is updated monthly.

Generic medications on the MAC list can reach discounts as high as 95% on some medications. The average discount for MAC medications is approximately 65% off of AWP. Brand medications receive a discount of AWP minus 15% to 18%.

Marketing Plan. The marketing plan for Gloucester County is a key element to a successful program. The **Coast2Coast Rx** program's marketing plan reaches out to as many county residents as possible. Its unique marketing plan has produced the highest utilization rate of any discount prescription card vendor in the marketplace by accomplishing the following:

- A. **Pharmacy Distribution:** The **Coast2Coast Rx** program is the only discount card vendor in the nation that has visited pharmacies for all its county program launches since 2008. We have implementation teams that visit each pharmacy and speak to the pharmacists and pharmacy technicians about the program. Each visit requires about fifteen minutes of time. We provide a number of critical marketing materials to each pharmacy indicating the program is the true endorsed discount prescription card by the county and how the card will help their customers save significant amounts of money. The pharmacies are willing to exchange the significant amount of discounts and profit margin loss to gain a new customer and the loyalty from the customer. Our implementation team visits county pharmacies two to three additional times per year to keep the program fresh in the mind of those pharmacies. No other vendor does this, and it is critical to the ongoing success of the program. The fact is that pharmacies are the best place to have the cards in stock, as pharmacies are the single most productive distribution point.
- B. **Press Conference:** **Coast2Coast Rx**, together with a representative from Gloucester County, will host a press conference to announce the program launch. **Coast2Coast Rx's** Director of Communications, Alexandra Miller, will work with the Public Information Officer or similar media person in Gloucester County to send out media invites to all outlets in Gloucester County, as well as the major television stations, newspapers and radio stations to attend the event. Normally two Commissioners will speak, as well as one or two representatives from the **Coast2Coast Rx** program who will answer media questions about the program. The press conference lasts about thirty minutes. **Coast2Coast Rx** provides the Commissioners with a sample speech template that they can modify as needed.

- C. **Distribution of Cards to Other Facilities:** *Coast2Coast Rx*' implementation team members do more than visit pharmacies. They visit all county libraries, health facilities, hospitals, governmental offices, large medical physician practices, urgent care clinics and any governmental facility that Gloucester County recommends. These places are visited or called multiple times annually to make certain they have a supply of cards. At these locations, posters in both English and Spanish are hung to publicize the program to all residents.
- D. **Distribution of Card to Specialized Retail Stores:** *Coast2Coast Rx*' implementation team recently found that certain stores cater to the types of people that could use the discount prescription card, and these stores have been helpful in allowing *Coast2Coast Rx* cards and card stands to be displayed in their stores. Some of these stores include Dollar General, Family Dollar and similar stores; Rent-A-Center and Aaron's Rental Stores; Thrift Stores, such as Goodwill; furniture rental stores and haircut chain stores, as well as beauty and nail salons.
- E. **Direct Mail:** *Coast2Coast Rx* cards can be distributed to Gloucester County residences via direct mail as part of the overall marketing strategy. We would do this about six months into the program.
- F. **Advertising of the Program:** *Coast2Coast Rx* will work with local media to promote the program on an ongoing basis. This is accomplished in a number of ways:
- i. **Public Service Announcements** will be used on television and radio. Nationally known actor Mario Lopez is creating the television spots in English, and we're also creating one in Spanish for the *Coast2Coast Rx* program.
 - ii. **Paid Advertising.** *Coast2Coast Rx* will be advertising the program on a paid basis on billboards in Gloucester County; in newspapers and through other mass media targets.

- G. **Utility Bill Inserts:** *Coast2Coast Rx* has inserted its discount prescription card into a number of counties' water and utility bills and would work with the various utility companies that serve residents of Gloucester County to include the card in their bills.
- H. **Promotion in Social Media:** *Coast2Coast Rx*' Public Relations Firm for the past several months has been promoting the *Coast2Coast Rx* card program for a number of counties in various social media outlets such as Facebook and Twitter. The firm also has created blog articles that many counties have linked to their county websites. Our Public Relations Firm will create social media and online stories about the program in Gloucester County including working with Commissioners to promote the program through their own social media, newsletters or websites.
- I. **Quarterly Press Releases:** *Coast2Coast Rx*' Public Relations Firm has been sending out quarterly press releases to all media outlets in all *Coast2Coast Rx* Counties. These releases highlight the savings on a cumulative basis since the program launch in each county. Quotes from Commissioners/Supervisors are included in each release, as this gives an opportunity to show residents the positive nature of the program. The press releases keep the program in the public eye so that residents area aware of the program.

For all these reasons, and others, we believe that the *Coast2Coast Rx* program is the only program for Gloucester County, its residents, employees and their family members.

2. **Program is Free.** The *Coast2Coast Rx* program is free to all residents of Gloucester County and their family members, whether they live in Gloucester County or anywhere in the United States, Puerto Rico or Guam. Even if family members live elsewhere than Gloucester County, as long as they use the program, Gloucester will receive credit for such use (thereby increasing the royalty fee paid to Gloucester). The program requires no registration forms to fill out, and a resident merely writes his or her name on a card and presents it to a participating pharmacy to receive a discount.

FMC never collects any personal data. WDRx only collects sufficient personal data to process discounts. WDRx protects all personal data by having its adjudication and reporting systems comply with all State, Federal and local confidentiality requirements. WellDyneRx is fully HIPAA compliant. WellDyneRx is fully compliant with HIPAA regulations including having a HIPAA compliance officer in-house, routinely training staff trained on all privacy, security, and transaction procedures, and having periodic third-party security assessments.

WellDyneRx houses critical systems at a data center in Tampa with a proven record of 100% availability. The data center building is shared by the US Attorney's office and the ATF. If a national security event occurs, the National Guard will surround the building to ensure it remains operational. The US government has deemed the power supply to the building has a higher priority than local hospitals and other public infrastructure. Therefore, WDRx believes the systems operating within this data center are as secure as possible.

3. **Program Has No Restrictions.** The *Coast2Coast Rx* program has no age, income or other requirements. Anyone may use the program. There are limitations on the use of the program, and a resident may use the program as often as he or she needs. Even those residents with health insurance may use the other benefits in the program, as many insurance plans do not provide coverage for the additional benefits that are in the *Coast2Coast Rx* program.

4. **Website Component.** The *Coast2Coast Rx* program will add a link on its website, www.coast2coastrx.com, which the County's website can link to, so residents can print program cards, search for participating pharmacies, and learn about all the additional benefits offered by the program. In addition, the website has a pull-down menu that translates the website into over 48 languages, so everyone will be able to use it.

5. **Toll-Free Customer Service Number.** The *Coast2Coast Rx* program will have a toll-free number for Gloucester County residents to call anytime of the night or day. The toll-free number is answered live 24/7 in both English and Spanish. All customer service representatives are extensively trained, highly professional, and provide the best customer service in the industry! Also, WDRx has a TTY line for hearing-impaired residents, and its call centers have the ability to translate calls into 150 languages.

6. **Membership/Program Cards.** Program cards are developed, printed and distributed free of charge to Gloucester County. Residents also have the ability to print cards from the website, or they may call our customer service number and request cards be sent to them. The program card will display the Gloucester County logo by virtue of a limited license granted by the County, which program card will be approved by the county prior to distribution by FMC.

7. **Gloucester to Incur No Cost.** Gloucester County will never incur any cost, fee or indebtedness of any kind to FMC or anyone on behalf of the program for any reason, including, but not limited to, the design, implementation, marketing or management of the program. Not only will Gloucester not incur any costs, but FMC will pay Gloucester a fee based on the usage by its residents, and will offer a marketing budget of up to \$50,000 per year for the first three years.

8. **Gloucester's Compensation.** FMC will pay Gloucester County a fee of \$1.25 per paid claim, on a monthly basis, based on the usage by its residents. This \$1.25 fee will be paid regardless whether a resident uses a program card within or outside Gloucester County, so that if a resident's family member lives in another county or state and uses the program card with the County code on it, Gloucester will still receive a fee for such usage.

This fee does not increase the cost of medications to residents in the program, nor does it decrease the discount.

In addition, FMC will offer a marketing budget of up to \$50,000 per year for the first three years of the program and will use such funds as are necessary to promote the program to all residents (see Marketing Plan section above for more details on the various methods used by FMC to market the program).

9. **Purchase Price of Medications.** FMC does not charge residents. The participating pharmacies charge residents only the discounted price, plus tax, if applicable, and will not impose a surcharge to any resident.

For all these reasons, and others, we believe that the ***Coast2Coast Rx*** program is the only program for Gloucester County, its residents, employees and their family members.

PRICE ANALYSIS

COMMON PHARMACEUTICALS

Drug Name	Dosage	NDC	Your Card Cost using	Percentage (%) Discount off list price
HYDROCODONE / APAP	5/500 TAB	42549-*609-02	0.0713	94.80%
LISINOPRIL	5 MG	54569-5438-*0	0.0241	97.50%
SIMVASTATIN	10 MG	13411-*544-03	0.0787	97.20%
LEVOTHYROXINE SOD	25 mcg	17856-1800-*2	0.0840	71.60%
LIPITOR	10 mg TAB	54569-4466-*0	3.7125	15.0%
AZITHROMYCIN	25 MG TAB	33261-*403-01	1.4759	81.00%
AMOXICILLIN	500 MG TAB	54569-5727-*0	0.065	95.2%
HYDROCHLOROTHIAZIDE	25 MG	54569-0547-*0	0.0162	96.0%
AMLODIPINE, BESY	5 MG	54569-5901-*0	0.0991	94.3%
FUROSEMIDE	40 MG	54569-0574-*1	0.0212	87.20%
METFORMIN HCL	500 MG TAB	13411-*163-10	0.0468	94.20%
ALPRAZOLAM	1 MG TAB	54569-4619-*1	0.059	94.80%
ATENOLOL	50 MG	54569-3432-*0	0.0388	95.40%
METOPROLOL SUCCIN	25 MG	54569-5870-*0	0.7722	70.5%
OMEPRAZOLE	20 MG	67046-*520-30	0.3532	92.10%
NEXIUM CAP	40 MG	17228-5042-*9	6.1017	15.0%
NEXIUM	20 MG	17228-5020-*9	6.1017	15.0%
HYDROCHLOROTHIAZIDE	25MG	54569-0547-*0	0.0162	96.0%
SIMVASTATIN	20 MG	54569-5833-*1	0.0623	98.7%
SIMVASTATIN	40 MG	54569-5834-*1	0.1274	97.4%
TRUE TEST STRIPS		67280-0457-*1	0.5738	15.0%
IBUPROFEN	600 MG	42546-*517-00	0.029	92.0%
LISINOPRIL	20 MG	54569-5435-*0	0.669	93.6%
LISINOPRIL	10 MG	54569-5434-*0	0.0344	96.6%
RHINOCORT SUS AQUA		54569-5248-*0	14.1752	15.0%

PRICE ANALYSIS

THERAPEUTIC CATEGORIES

CATEGORY NAME	AVERAGE DISCOUNT
ANTI-INFECTIVES AND INFECTIOUS DISEASES	31.1%
BLOOD THINNERS AND BLOOD MODIFYING AGENTS	36.7%
CANCER DRUGS	53.5%
CARDIOVASCULAR AGENTS	49.5%
DIABETES MELLITUS	21.5%
EAR, NOSE, AND THROAT	50.7%
EYE	50.7%
GASTROINTESTINAL DRUGS	53.1%
HORMONES	34.7%
IMMUNOSUPPRESSANT DRUGS	62.0%
NEUROLOGICAL DRUGS	54.8%
PAIN AND INFLAMMATORY DISEASE	54.6%
PSYCHIATRIC	57.4%
RESPIRATORY DRUGS	52.6%
SKIN	40.4%
SUPPLEMENTS	59.2%
WOMEN'S HEALTH	29.2%

Give Your Members
Access to Health Care
with Up to 50% in Savings



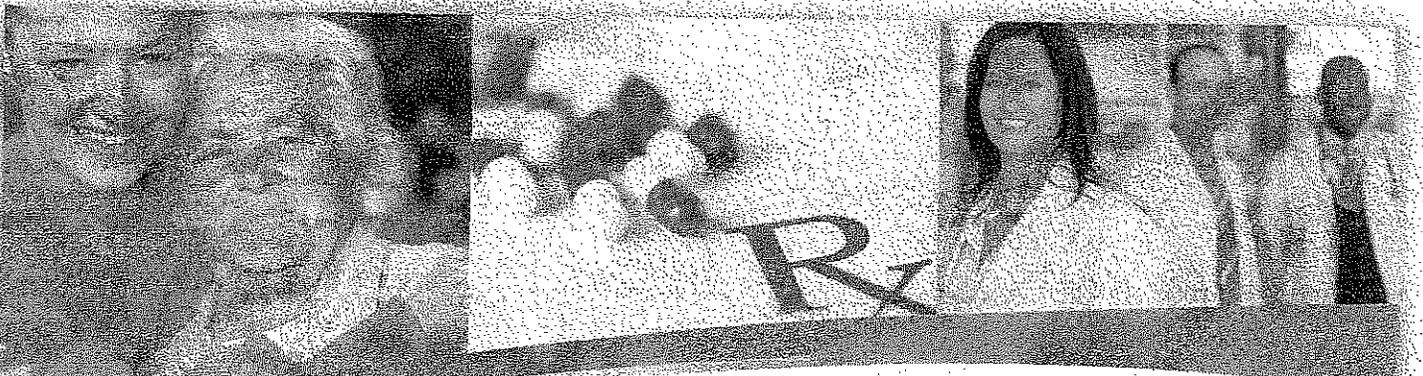
An Empowering Health & Wellness Program

WellCard Health gives your members and their families access to pre-negotiated discounts on prescription drugs and a wide range of health care services. All services are available with no administrative fees to you or your members.

We call it WellCard Health. Your members will call it empowering.

For more information, call 866-529-6521, email Sales@WellCardHealth.com or visit www.WellCardHealth.com

This is Not Insurance. Multilingual and hearing-impaired support.



WellCard Health Saves Your Members up to 50% on a Wide Range of Health Services, Including:



Doctor Visits – save up to 25%

Over 450,000 physicians and ancillary providers nationwide provide a full range of specialties and services. WellCard participants average savings of 20% at time service is rendered.



Dental – save up to 50%

WellCard is accepted at over 70,000 provider locations nationwide, and covers all dental services and specialties, including orthodontia. Savings can be as high as 50%, and there is no limitation on services or use.



Vision – save up to 50%

WellCard is accepted by over 11,000 OUTLOOK vision providers. Cardholders receive up to 50% savings on lenses, frames, and other vision needs.



Surgical Centers – save up to 80%

Members have access to surgical centers of excellence throughout the United States at a savings of 30-80%. Professional Care Coordinators assist with scheduling, travel, and accommodations.



MRI & Imaging – save up to 70%

WellCard participants receive concierge appointment service and enjoy savings of 20% and more on MRI, PET, and CT scans, as well as other imaging services at over 3,900 locations nationwide.



Lab – save up to 60%

WellCard participants save up to 60% using the online search tool to locate a lab and order their test. Actual savings are displayed immediately. Test results are available within 48-96 hours.



24/7 Doctor – save up to 65%

WellCard cardholders have access to licensed credentialed physicians 24/7 by phone or email.



Prescription Drugs – save up to 65%

WellCard is accepted at over 59,000 pharmacies nationwide. Over 60,000 brand and generic drugs are included, with savings as high as 65%. WellCard may be used any time and with no annual limit.



Hearing – save up to 15%

WellCard participants receive a free hearing test and 15% discount on over 80 models at 1,350 Beltone locations nationwide, with a Lifetime Care Program included.



Diabetic Care Services – save up to 10%

A full line of diabetes testing supplies are delivered directly to the member's home. Members receive free access to a Certified Diabetes Educator and Envoy Health newsletter with tips on living with diabetes.



Vitamins – save up to 10%

A wide range of vitamin and mineral supplements are delivered directly to the member's home at discounted rates.



Medical Bill Help – save up to 30%

Experienced, trained professionals help negotiate lower prices on medical bills and address errors. Members pay only if savings are achieved.



Daily Living Products – save up to 10%

A wide range of medical supplies, safety equipment, and health products are delivered directly to the member's home at discounted rates.



WellCard Rewards – get cash back

Cardholders receive a percentage of their purchase back as cash when shopping online with hundreds of merchants.

Over 410,000 Physicians and 45,000 Ancillary Provider Locations

Over 59,000 Nationwide Pharmacies Accept WellCard Health with
Availability for Mail Order and Specialty Pharmacy

WellCard
Health

For more information visit

or call

or visit us online at www.wellcardhealth.com

This is Not Insurance. It is a program that provides access to discounts on health care and other services. Cardholders are responsible for paying the discounted cost at the time of service. WellCard Health has no membership fee. The discount plan organization is AccessOne Consumer Health, Inc., 84 Villa Rd., Greenville, SC 29615, www.accessonedmpo.com.

Use This Card to Access
Health Care with Up to
% in Savings



It's easy to start saving today...

1. Register your card by visiting www.WellCardHealth.com or calling 800-562-9625.
2. Find your local participating provider and pharmacy by calling 800-562-9625, or go to www.WellCardHealth.com and click on Provider Lookup.
3. Keep this card in your wallet and present it at your local provider's office and pharmacy to save.

PRESENT THIS CARD TO YOUR PHARMACY AND MEDICAL PROVIDER
Register your card & locate a provider: call 800-562-9625 or visit www.WellCardHealth.com
This is Not Insurance.



Group ID: FMCPP015
Member ID: 300005903
Processor: NetCard Systems
Bin #: 008878

An AccessOne Health & Wellness Program

Save on a Wide Range of
Health Services, Including:



Doctor Visits & Surgical Centers



Prescriptions



Dental Care



Vision Care



Lab & Imaging Tests



24/7 Doctor



Hearing Care



Diabetic Care Services, Vitamins & Daily Living Products



Medical Bill Help



WellCard Rewards

This is **Not Insurance**. It is a program that provides access to discounts on health care and other services. Cardholders are responsible for paying the discounted cost at the time of service. WellCard Health has no membership fee. The discount plan organization is AccessOne Consumer Health, Inc., 84 Villa Rd., Greenville, SC 29615, www.accessonedmpo.com.



MEMBER:

Register your card & find a provider location: call 800-562-9625 or visit www.WellCardHealth.com

PRESENT THIS CARD TO YOUR PHARMACY & MEDICAL PROVIDER

To speak to a physician 24/7 by phone, call 800-362-2867, press 2 or 0. You must mention WellCard Health.

PHARMACY:

Pharmacy: Add 2-digit person code to Member ID

01 = Member
02 = Spouse
03 = Dependent, etc.
Pharmacist Help Desk: 888-886-5822

PROVIDER:

Physician & Dental Provider: To verify eligibility & for patient responsibility call 888-203-6711

The patient is responsible for the entire discounted cost at the time of service.

Vision Provider: To verify eligibility call 888-203-6662

This is **Not Insurance**. It is a discount medical program. Payment must be made at time of service. This program is powered by AccessOne Consumer Health, Inc. www.accessonedmpo.com
This is a fee program. Void where prohibited by law.





Frequently Asked Questions

GENERAL

Q. Is this insurance?

A. No, this is not insurance. Discount plans provide discounted prices on a wide range of health care services and products when you utilize specific contracted providers. With WellCard Health, you pay reduced rates for many out-of-pocket health care services you would otherwise purchase at full price.

Q. Is there a monthly fee or a registration fee for this program?

A. No, the card is free. Members pay only for services they receive.

Q. How soon can I use my card to start saving money?

A. There's no waiting period. Your card can be used immediately.

Q. How do I receive a discount?

A. Saving money on health care expenses is easy. First, you can find participating providers by using the "Provider Lookup" page at www.wellcardhealth.com or by calling the toll-free Provider Lookup phone number on the card. Members show their membership card at the time of service. Members are responsible for paying all fees directly to the provider.

Q. Are all members of my household covered by the WellCard Health program?

A. Yes, your card can be used by every person living at the same address.

Q. Can I use my membership when I travel away from home?

A. Yes, your discount plan can be used at any participating provider in the United States.

Q. How do I replace a lost card?

A. Visit www.WellCardHealth.com and follow the instructions.

Q. Who do I contact if I have questions about WellCard Health?

A. You can visit our website at www.WellCardHealth.com for more information. Or, you can call 800-562-9625.

PHARMACY

Q. Do I need to present my card each time I buy a prescription or see a participating provider?

A. Yes, present your card every time you buy a prescription or visit a participating physician, dentist, or health care provider.

Q. Can I go to any pharmacy or health care provider?

A. To ensure you receive your WellCard Health discounts, you need to visit a participating pharmacy or health care provider. Please visit www.WellCardHealth.com to find a participating pharmacy or provider near you.

Q. Is my information kept private?

A. Yes, WellCard Health is HIPAA compliant.

MEDICAL

Q. What doctors can I go to?

A. You can find participating providers by visiting the "Provider Lookup" web page or calling the toll-free phone number on the card.

Q. Can I see a provider that does not participate in the program and still receive a discount?

A. No. Discounts are only given by participating providers. You may nominate a provider to consider becoming a participating provider by clicking on the tab "Nominate a Provider" on the website at www.WellCardHealth.com.

Q. Do I need to fill out paperwork and reimbursement forms?

A. No, you pay the discounted rate at the time of purchase or service. There is no paperwork to fill out or reimbursement forms to file.



800-562-9625 • www.WellCardHealth.com

This is Not Insurance. It is a program that provides access to discounts on health care and other services with participating providers. Cardholders are responsible for paying the discounted cost at the time of service. WellCard Health has no membership fee. The discount plan organization is AccessOne Consumer Health, Inc., 84 Villa Rd., Greenville, SC 29615, www.accessonemdpo.com.



DENTEMAX

Coast2Coast Rx Cardholders and their families will save up to 60% on their dental care needs at over 80,000 dental care providers.

For more information, **CLICK HERE** (link to: www2.dentemax.com/Members/FindADentist.aspx) to locate a provider or for more information or call toll-free: 1-877-536-0689. Be sure to mention the city/county's group code when scheduling an appointment or visiting a dental provider.

Coast2Coast Rx Cardholder benefits include:

- Members who use the DenteMax network have access to more than 80,000 access points nationwide. If you ever want to find a new dentist, there is no paperwork to fill out or waiting periods. Each family member can choose his or her own dentist – even if they are all at different locations.
- DenteMax focuses on recruiting the right dentists in the right places for our members. We work with insurance companies to make custom recruitment campaigns to target the dentists most utilized by current and potential members. This helps to ensure that our members will have a DenteMax dentist close to home.
- All DenteMax dentists agree to charge members using a fixed fee schedule that is typically 25-40% below their usual charges. This provides savings for you and your family every time you visit your DenteMax dentist.
- DenteMax requires all dentists to complete and pass credentialing before being admitted to the network, and dentists are re-credentialled every three years to maintain this level of quality.
- Our strict credentialing policy gives members peace of mind when they are choosing a DenteMax dentist.
- This program is not insurance. It is a discount program. You are responsible for the full cost of services purchased. You will receive discounts for services provided from providers contracted with the program.



Coast2Coast Rx Cardholders and their families will save an average of 10% to 50% on their eye care needs at over 10,500 chain and independent vision care providers.

For more information, **CLICK HERE** (link to: www.outlookvision.com) to locate a provider or for more information or call toll-free: 1-800-342-7188. Be sure to mention the city/county's group code when scheduling an appointment or visiting a vision center.

Coast2Coast Rx Cardholder benefits include:

- Nationwide vision care discount network consisting of over 10,500 providers.
- Average discounts from 10% to 50% on frames, prescription lenses and sunglasses.
- Mail-order contact lenses replacement program
- Discounts on corrective surgery (LASIK)
- Purchase as often as you like.
- Choose from the most popular frames, tints and lenses.
- Immediate savings at point of purchase.
- Discounts are applied at the point of sale.
- No paperwork.
- 85% of the U.S. population resides within a 15-minute drive of an Outlook provider.
- Customer service representatives (rather than recordings) answer questions and direct members to Outlook Vision providers.
- 100% guaranteed satisfaction for 30 days.
- Includes the entire family.

This program is not insurance. It is a discount program. You are responsible for the full cost of services purchased. You will receive discounts for services provided from providers contracted with the program.



EPIC Hearing Plan

Your Plan Benefits

With EPIC's national network of providers, individuals receive customized care and, if needed, may purchase brand-name hearing aids at substantial savings.

Call Now to Start Your Benefits and Reduce Out-of-Pocket Expenses

Activating your plan benefits is the first step in improving your hearing. To enroll in this value-added program, you may call toll-free, 1-866-956-5400, or send an email to hear@epichearing.com.

How to Obtain Services

EPIC will coordinate a referral with the provider best suited to your needs. We can assist you in scheduling an appointment or provide all the information you will need to call at your convenience.

Your hearing physician or audiologist will test your hearing and, if needed, recommend hearing aids or other treatment. After your appointment, an EPIC hearing counselor will contact you to review any recommended products and services. At that time, we will coordinate your insurance coverage and collect payment.

Your customized hearing aids and other products will be sent directly to your physician or audiologist. Your provider will ensure the fit and comfort of your hearing aids as well as your satisfaction.



45-Day Trial Period Ensures Your Satisfaction

EPIC offers a 45-day trial period for all hearing aids. During this time, you pay nothing for needed adjustments and follow-up care.

EPIC's knowledgeable hearing counselors are available to provide information and assist you at any time. We will also contact you after 60 days to make sure your services have been completed.

Your Benefits and Savings

- Hearing tests
- Hearing aids
- Batteries & supplies
- Hearing aid-compatible phones
- Ear protection
- Musician ear plugs
- Assistive listening & alerting devices
- Wireless TV amplification systems
- Hearing aid cleaning & care





Medical Laboratory & Imaging Testing Discount Program

This direct-to-consumer Medical Laboratory Testing Program provides a convenient, confidential, reliable, and affordable way for consumers to take control of their healthcare costs.

Quality and Confidentiality are Guaranteed

At usually half the typical retail cost, all types of medical laboratory testing are available to you, with or without a physician's order.

- Order online or by phone, saving both time and money
- You DON'T need a medical exam
- You DON'T need a prescription or doctor's order
- All lab tests are performed by nationally recognized CLIA Certified Laboratories

Cost is Usually 50% off Retail Prices



The Diagnostic Imaging Program provides you with affordable, convenient and reliable imaging services designed to reduce your healthcare costs.

This program has made it affordable and easy to have imaging tests performed, e.g. MRI, MRA, CAT and PET scans and offers you the same high quality imaging tests as your doctor and hospital, but at deeply reduced rates!

It is as simple as calling to order and prepaying for imaging services.

We will then take care of:

- Locating the nearest test center
- Scheduling your test
- Getting the results to provider of your choice

Deeply Discounted Rates! Up to 70% Off Retail Rates

Contact our Customer Service Specialist for personal attention to your Lab or Imaging needs at:

(800)-903-3921

www.coast2coast.prepaidlab.com

www.coast2coast.prepaidimaging.com



Total

Savings Report for Coast2Coast Rx Program 2012

Year to Date Totals		YTD % Saved
	\$ 53,216,719	62.33%

Total Savings Since Implementation

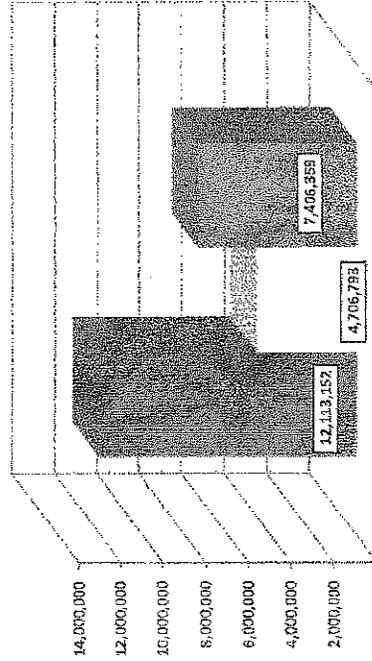
Retail	Discount	Saved
	\$ 182,079,435	
		55.13%

Cumulative Savings

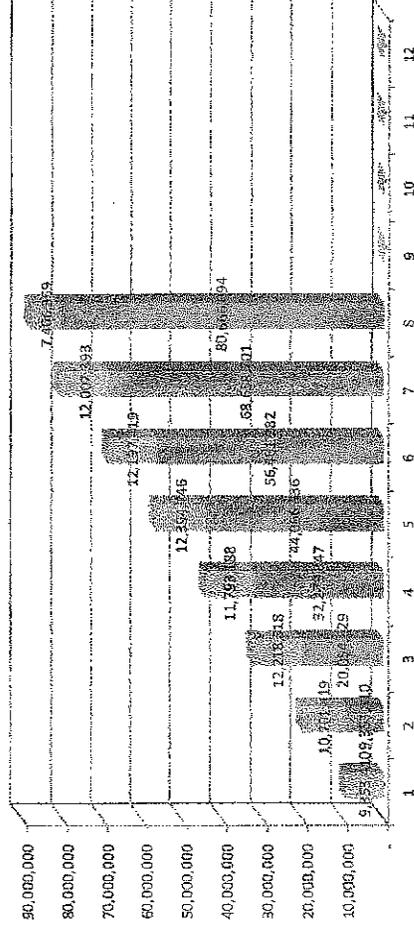
Monthly	Total
\$ 9,553,410	\$ 9,553,410
10,701,419	20,054,829
12,218,518	32,273,347
11,793,188	44,066,536
12,394,746	56,461,282
12,197,419	68,658,701
12,007,393	80,666,094
7,406,359	88,072,453

Date	Retail Price	Discount Price	Amount Saved	% Saved
January	\$ 13,199,227	\$ 5,845,817	\$ 9,553,410	61.54%
February	16,822,305	6,120,886	10,701,419	63.61%
March	18,955,687	6,737,169	12,218,518	64.46%
April	18,660,529	6,867,341	11,793,188	63.20%
May	20,252,825	7,858,079	12,394,746	61.20%
June	19,716,599	7,519,180	12,197,419	61.86%
July	19,568,847	7,561,454	12,007,393	61.36%
August	12,113,152	4,706,793	7,406,359	61.14%
September	-	-	-	-
October	-	-	-	-
November	-	-	-	-
December	-	-	-	-

Monthly Savings for August 61.14%



Total YTD Savings 62.33%



DISCOUNT SAVINGS

Total

Savings Report for Coast2Coast Rx Program 2011

Year to Date Totals		YTD % Saved
	\$ 38,563,113	55.91%

Total Savings Since Implementation

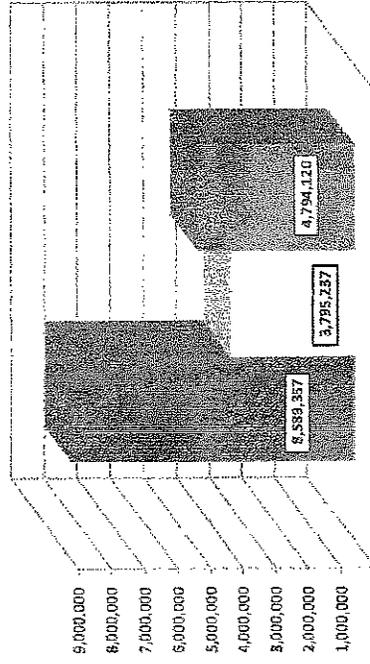
Retail	Discount	Saved
	\$ 72,028,485	
51.70%		

Cumulative Savings

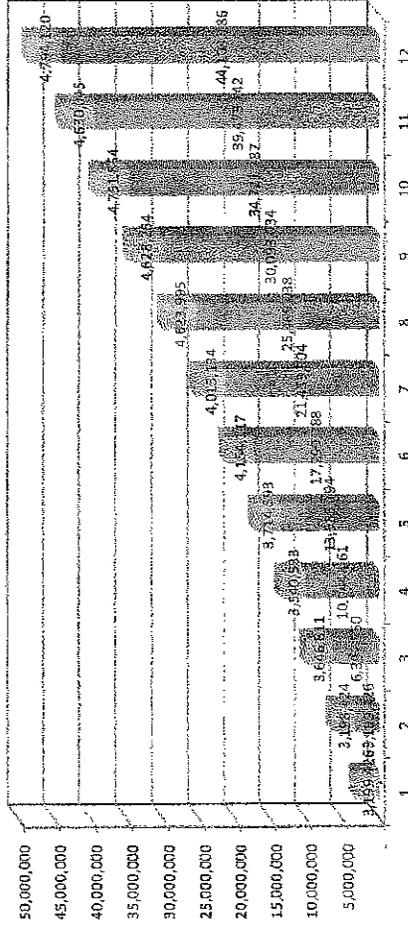
Monthly	Total
\$ 2,199,426	\$ 3,199,426
3,198,424	6,397,850
3,646,811	10,044,661
3,540,533	13,585,194
3,714,593	17,299,788
4,154,117	21,453,904
4,015,134	25,469,038
4,623,995	30,093,034
4,628,254	34,721,287
4,751,854	39,473,142
4,690,045	44,163,186
4,794,120	48,957,306

Date	Retail Price	Discount Price	Amount Saved	% Saved
January	\$ 5,881,282	\$ 2,681,856	\$ 3,199,426	54.40%
February	5,829,783	2,631,360	3,198,424	54.86%
March	6,690,287	3,043,476	3,646,811	54.51%
April	6,406,788	2,866,255	3,540,533	55.26%
May	6,784,533	3,069,940	3,714,593	54.75%
June	7,229,073	3,074,956	4,154,117	57.46%
July	7,102,186	3,087,052	4,015,134	56.53%
August	8,175,350	3,551,355	4,623,995	56.56%
September	8,037,489	3,419,235	4,628,254	57.51%
October	8,390,623	3,638,769	4,751,854	56.63%
November	8,333,668	3,703,624	4,630,045	55.56%
December	8,589,357	3,795,237	4,794,120	55.81%

Monthly Savings for December 55.81%



Total YTD Savings 55.91%



DISCOUNT

Sarasota, FL

Savings Report for Const2Const Rx Program 2012

Year to Date Totals		YTD % Saved
Retail Price	\$ 1,331,771	59.52%
Discount	\$ 797,808	
Total Savings	\$ 533,963	

Date	Retail Price	Discount	Amount Saved	% Saved
January	\$ 388,284	\$ 150,893	\$ 234,391	60.84%
February	406,517	164,759	241,758	59.47%
March	446,806	177,051	269,755	60.37%
April	454,769	176,012	278,758	61.30%
May	433,151	177,219	255,912	59.08%
June	388,383	149,221	239,162	61.58%
July	390,176	167,352	222,825	57.11%
August	384,513	169,264	215,248	55.98%
September	-	-	-	-
October	-	-	-	-
November	-	-	-	-
December	-	-	-	-

Cumulative Savings

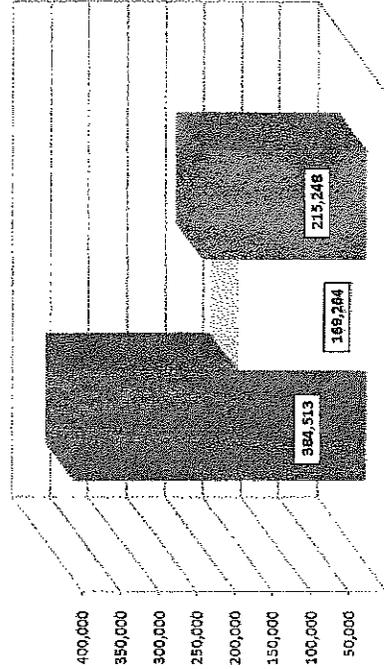
Monthly	Total
\$ 234,391	\$ 234,391
241,758	476,148
269,755	745,903
278,758	1,024,661
255,912	1,280,573
239,162	1,519,735
222,825	1,742,560
215,248	1,957,808

Total Savings Since Implementation

Retail	Discount	Saved
\$ 1,331,771	\$ 797,808	\$ 533,963
49.57%		

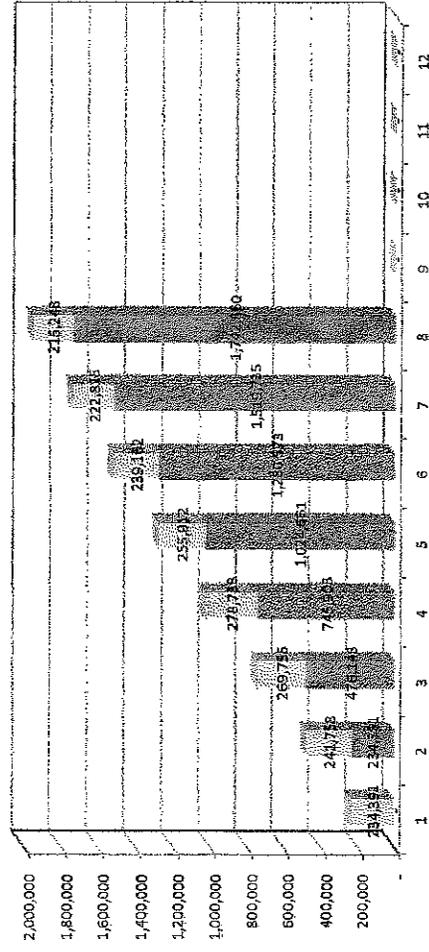
Monthly Savings for August

55.98%



RETAIL PRICE DISCOUNT SAVINGS

Total YTD Savings 59.52%



Rock Island, IL

Savings Report for Const2Coast Rx Program 2012

Year to Date Totals		YTD % Saved
\$	506,672	63.55%
\$	795,813	

Date	Retail Price		Discount Price		Amount Saved	% Saved
January	\$ 185,254	\$ 66,545	\$ 119,709		119,709	64.27%
February	205,359	66,984	138,375		138,375	67.38%
March	212,648	65,565	147,084		147,084	69.17%
April	152,569	58,799	93,770		93,770	61.46%
May	159,640	60,234	99,406		99,406	62.27%
June	156,208	61,636	94,567		94,567	60.54%
July	155,646	62,001	93,645		93,645	60.17%
August	161,543	64,908	96,635		96,635	59.82%
September	-	-	-		-	-
October	-	-	-		-	-
November	-	-	-		-	-
December	-	-	-		-	-

Cumulative Savings

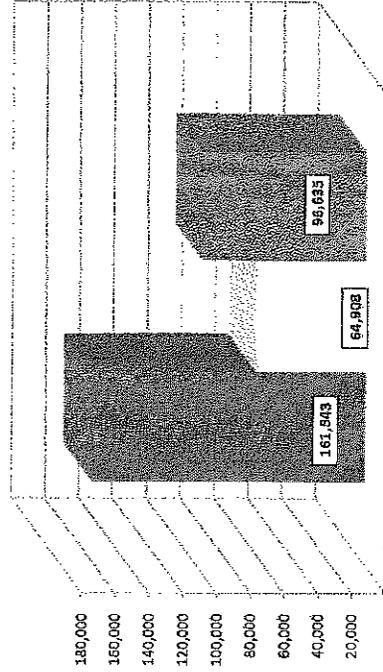
Monthly	Total
\$ 119,709	\$ 119,709
138,375	258,084
147,084	405,167
93,770	498,938
99,406	598,344
94,567	692,911
93,645	786,556
96,635	883,191

Total Savings Since Implementation

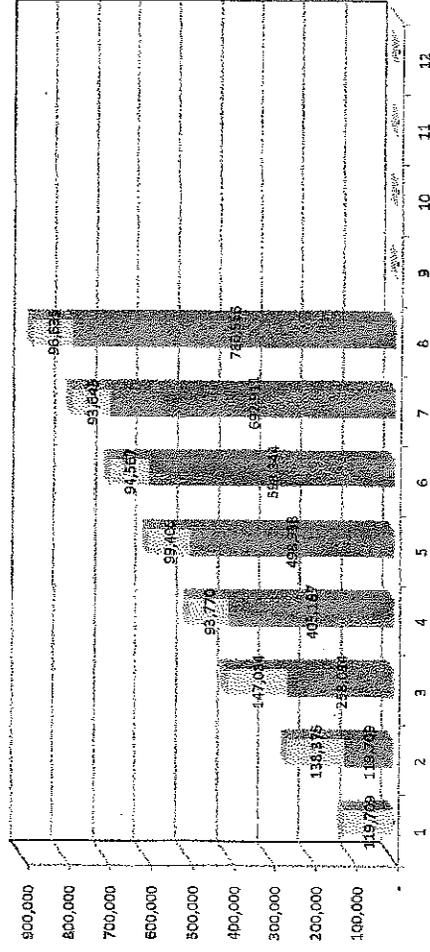
Retail	Discount	Saved
\$ 795,813	\$ 2,918,639	\$ 2,122,826
58.97%		

Monthly Savings for August

59.82%



Total YTD Savings 63.55%



DISCOUNT SAVINGS

C2

RESOLUTION AUTHORIZING THE SUBMISSION OF THE 2013 COMPREHENSIVE ALCOHOLISM AND DRUG ABUSE PLAN, WHICH IS AN UPDATE OF THE 2011 AND 2012 PLANS, TO THE NEW JERSEY DEPARTMENT OF HUMAN SERVICES/DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES

WHEREAS, the 2013 Gloucester County Comprehensive Alcoholism Drug and Drug Abuse Plan (2011 and 2012 Plan Update) supports the Gloucester County application for 2013 Addiction Service grant funds; and

WHEREAS, the 2013 County Comprehensive Alcoholism and Drug Abuse Plan to The New Jersey Department of Human Services/Division of Mental Health and Addiction Services (NJ DMHAS) was developed by the Gloucester County Local Advisory Commission on Alcoholism and Drug Abuse (LACADA) in accordance with the Needs Assessment and Guidelines of NJ DMHAS and which provides the framework for the allocation and utilization of funds from federal, state and county governments; and

WHEREAS, the 2013 County Comprehensive Alcoholism and Drug Abuse Plan (2011 and 2012 Plan Update) supports the County's application for their 2013 Addiction Service grant funds, which shall be approved by the adoption of a future resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of Gloucester and State of New Jersey that the Freeholder Director is hereby authorized to approve the submission of the 2013 Plan Update for 2013 services planning per Needs Assessment for the 2010-2013 County Comprehensive Alcoholism and Drug Abuse Plan to the NJDHS/ DMHAS.

ADOPTED at a regular meeting of the Board of Chosen Freeholders of the County of Gloucester, State of New Jersey held on Wednesday, November 7, 2012 at Woodbury, New Jersey.



COUNTY OF GLOUCESTER

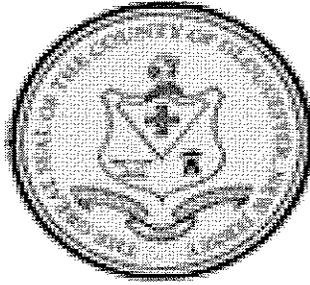
ROBERT M. DAMMINGER, DIRECTOR

ATTEST:

ROBERT N. DILELLA, CLERK



**ALCOHOLISM AND DRUG ABUSE
2013 SERVICES PLANNING
(2012 PLAN UPDATE)**



Gloucester County Department of Health, Senior & Disability Service/ Division of Addiction Services
 Tamarisk L. Jones , Department Director
 Leona G. Mather, Director, Div. of Disability Services
 Judith M. Tobia Johnson, Director
 Gloucester County Addiction Services
 MaryBeth Monroe, Coordinator
 Municipal Alliance

2012 Gloucester County Board of Chosen Freeholders
 Robert M. Damminger , Freeholder Director
 Giuseppe (Joe) Chila, Freeholder Deputy Director
 Lyman Barnes, Freeholder Liaison
 Adam J. Taliaferro, Freeholder
 Larry Wallace, Freeholder
 Vincent H. Nestore, Jr. Freeholder
 Heather Simmons , Freeholder

For each objective in 2010, describe...

Prevention	Obstacles Encountered	Corrective actions taken	Corrective actions still needed	Likelihood of achievement
<p>2012</p> <p>#1 To maintain countywide prevention and education efforts.</p> <p>#2 To maintain prevention and education efforts geared to each municipal community within established domains.</p> <p>#3 To maintain prevention and education efforts that target specific at-risk populations: under aged drinkers, bar tenders, senior citizens, women, pregnant women, women receiving prenatal services, youth within the juvenile detention center, and children of substance abusers.</p>	<p>2012</p> <p>#1. a) Still in process. Schools present the best opportunities to reach youth for prevention. New member of LACADA representing our school system has been very busy with changeover in staff at the Department of Education and with additional work responsibilities which slowed down the information gathering. b) Strategy developed to gather information on programs within Community Organizations, a survey will be passed out to the ATOD Providers, schools, and churches.</p> <p>#2. None</p> <p>#3. a)- SNJ Prenatal Coop.- no obstacles.</p> <p>b)- Bartender's Training Limited Availability</p> <p>c)- Juvenile Detention Center in Glo. Co. closed, social worker moved to</p>	<p>2012</p> <p>#1 a) New Liaison to LACADA for the schools is very active and aware, and committed to prevention assessment, planning and programs. b) LACADA sub-committee to strategize community outreach to be formed at September LACADA meeting.</p> <p>2) none</p> <p>#3 a)- none needed</p> <p>b)- International Bartender's School in Cherry Hill, NJ -offers TIPS (Techniques for Intervention by Professional Servers) training each month for a small cost.-it's voluntary</p> <p>c)- Anchor of Hope is delivering services for youth groups referred by Glassboro Police Dept. receive Prev. Svs. By Anchor of Hope d)- also , the Wounded Healer is</p>	<p>2012</p> <p>#1. a)- New LACADA liaison for the school system to assist this outreach for a baseline of prevention efforts within Schools. Info. to be returned and to be organized on a grid, grid devel. in process</p> <p>2)- None</p> <p>#3-a)- none</p> <p>b)- Seek information from the TIPS Training</p>	<p>2012</p> <p>#1. a) 85%</p> <p>b) Good, maintaining effort</p> <p>#2 Completed- Jan., March, June 2012 held MA volunteers training, plus 2 more scheduled in 2012.</p> <p>#3 a) Completed. SNJ Perinatal Coop. held 2 conferences in 2011 and rep. also attends PACADA & informs of programs to benefit agencies' clients. b)-90%</p> <p>c) 100% Maintained funds for youth intervention groups. d)- Good. Maintain funds for Teen Center/ sober fun. e)- Good, The So. West Council Regional Coalition has various Prev. progs. and monthly outreach meetings. Also, now embarking on regional wide prevention efforts for the</p>

another area, Social Services.
d)- SODAT Teen Center- no
obstacles
e)- So. West Council, Glo.Co.
Regional Coalition- prev.
resource center- no obstacles
Glo. Co. Boys and Girls
Club, no obstacles

providing Evaluations for
the Glo. Co. youth
incarcerated within the
Camden County Jail.
e)- no Obstacles

Agency on
how the
program is
being
marketed
and see if
the
PACADA
can be of
any help to
them.

- c)none
- d)none
- e) none

statewide prevention
priorities of reducing under
aged drinking; reducing use
of opiates between the 18-24
year olds and reduce the
misuse of prescription drugs
across the life span.

Obstacles Encountered **Corrective actions taken** **Corrective actions still needed** **Likelihood of achievement**

Early Intervention

2012

1) To maintain intervention services targeting high risk populations: adult prisoners within the county jail or going before a judge, juveniles on probation and persons involved with mental health or family counselors.

2012

#1. a)- Adults County Jail Program, -Glo. Co. Female Jail has closed and now our women inmates are being housed in both Camden and Salem Co. We have not been able to get a counselor into the Camden County Jail for intervention.
 b)- Assessment for incarcerated youth. – Turnover and Administrative change in agency caused some interruption of services but it's now new Exec. Dir. is working out arrangements to fulfill services to Glo. Co. youth in the Camden Co. facility.
 c) ATOD Family and youth services as referred by MH and Family Support Agencies- No obstacles.

2012

#1. a)- County Jail Program for females was partially remedied. Social Worker was re assigned to Salem Co. jail to assist with intervention for Glo. Co. female inmates. Our females in Camden Co jail are not receiving these same services due to lack of funds to send an intervention counselor to both facilities-
 b)- No corrective action required -Assessment for incarcerated youth. – being accomplished
 c) No corrective action required - ATOD Family and youth services as referred by MH and Family Support Agencies- No obstacles.

2012

#1. a)- To continue to seek access to our female inmates in the Camden Co. Jail and deliver services to them.
 b)- None
 c)- None

2012

1. 80%
 2. Good.
 3. Good.

Obstacles Encountered	Corrective actions taken	Corrective actions still needed	Likelihood of achievement
Treatment			
2012 #1. To fund and support residential and outpatient detoxification, treatment, and halfway house services for both adult and adolescent residents of Gloucester County.	2012 #1. Closing of Kennedy Medical Center residential Detox services were maintained by allocating more services for detox with other providers of detox with the displaced detox funds. Otherwise, we are basically maintaining efforts for the other treatment services across the continuum of care.	2012 #1 None.	2012 #1- Good
#2. To increase the proportion of all Gloucester County clients who go into treatment after they utilize County detox funding.	#2. a)- No obstacles- Contracting requires detox funded clients to be referred to treatmt. #3. The biggest problem is lack of funds to expand transportation options. Clients sometimes self contact AA or NA members to assist them.	a)- None b)- None c)- None	a)- Good b)- Good c)- Good
#3. To maintain provisions for transportation with SJI funds and to work with the LACADA and PACADA to examine feasibility for additional transportation	#3. Added \$1,000 to transportation contract for 2012.	#2 - None #3. Need to add more funding for transportation if it becomes available.	#2 Good #3) Poor, in light of funding Cuts there won't be additional funds for transportation this year.

	Obstacles Encountered	Corrective actions taken	Corrective actions still needed	Likelihood of achievement
	2012	2012	2012	2012
Recovery Support				
2012				
1) To maintain sober living opportunities for residents in need at Oxford Houses and/or other sober living homes.	#1. Sober Living/ Oxford House funding falls short of demand even after funding increased 20% from 2011	#1. In 2012 Increased funding to this service by add'l 20% in 2012. #2 - Discussion at LACADA and PACADA mtgs.- Funding for the service is not available and LACADA members felt that AA and NA sponsors helped	#1. Will look to plan additional dollars for this Sober Living service in 2013. 2# - Will continue to raise issue of recovery mentors with PACADA and seek to act upon reliable recommendations.	#1) 2012- Good #2- Average- May come up with suggestions to accomplish in another way. Maybe more case mngmt. / follow-up, or agencies to provide a staff point of contact for alumni client support.
2) To examine opportunities to utilize recovery mentors for clients who are discharged from treatment.	#2. Funding shortage for County to fund recovery mentors.	#3) will combine other resource directories and /or have all available to clients.	#3 To have a subcommittee of PACADA and LACADA members meet to decide on the resources most beneficial to clients to be included in the directory.	#3) 100%- It was determined that United Way assisted Mental Health Directory, County Addiction Services Office and Contact Community Helpines together offer a directory of peripheral services that clients may need.
3) To increase information available to substance abuse clients regarding housing supports and social needs on their path to recovery.	#3. PACADA pointed to resource directories via the NJ211 Hotline and the County MH Directory and the Contact hotline as adequate resource sources for clients.			

F. Status of County System Level Change Implementation

For each Planned County System Level Change, describe...

Obstacles Encountered	Corrective actions taken	Corrective actions still needed	Likelihood of achievement during this planning cycle
<p>1. To reallocate Chapter 51 funding and other sources of funds to increase support for sober living by at least two clients in 2012.</p>	<p>1. None- Already allocated and increase for 3 clients in 2011 and 2012 and will carry that forward into 2013</p>		<p>1. Good- Completed</p>
<p>2. The County will lead an effort to develop a resource guide for recovery supports that can be utilized by treatments providers in their education efforts with clients making recovery support resource decisions.</p>	<p>2. A volunteer subcommittee of PACADA was to facilitate this but agency reps. did not come forth. NJ-DMH rep. said there was a resource list she would provide to me...not yet received. Also, the Center For Family Services (CFS) offers the 211 helpline and Contact Community Helplines, has extensive directories.</p>	<p>2. This was discussed at PACADA meeting and it was resolved that there were already many good resource directories available to clients, such as Contact 24 hour hotline; Gloucester Co. HSAC directory; Glo. Co. Mental Health Directory .</p>	<p>#2 Good- will complete plan for this action by year's end.</p>

- 3.** The County will convene appropriate stakeholders in order to assess better utilization of Recovery Mentors and resources to support them.
- 3.** The County will convene appropriate stakeholders in order to assess better utilization of Recovery Mentors and resources to support them.
- 3.** The PACADA was surveyed by showing of hands of which agencies had Recovery Mentors available and of our members present there were non to offer Recovery Mentor Services.
- 3.** The PACADA Stakeholders convene before regularly. Will seek a presentation from Center for Family Services to PACADA at our next meeting to get the information out about the recovery support services they are funded to deliver.
- 3.** Contracted agencies to provide input on continuing support for clients outside of treatment rooms, case management could include some of this support. NJDMHAS has established recovery support within our region through the Center For Family Services. They will deliver some form of recovery mentoring in accordance with the grant.
- 3.** None as of this time due to lack of funding for this service.
- 4.** Agency fundraising has gone to offset cost of treatment due to claims of inadequate reimbursement rates and rising costs and not to transportation.
- 4.** Not good, although County has added \$1,000 to this services for 2012 and will maintain for 2013, transportation is costly... 3. Further, providing bus tickets to clients is also too costly for us to offer at this time.
- 4.** None taken at this point.
- 5.** County contracts include wording for this Systems Level Change.
- 5)** No Obstacles encountered, 2013 contracts will also require this linkage.
- 5)** Good completed and shortages.
- 5)** None.

G. Indicated Modifications to 2010-2012 CCP- Extended through 2013

- 1) For 2013- Increased/Additional Funding to Add Services for Sober Living – Systems Level Change - \$2,000 to serve approximately 4 more clients.
- 2) For 2013 Increased Methadone Detox and maintenance assistance by \$2,000 to serve approximately 6 more clients in 2012 as monetary issues for clients increase in hardship.

H. Indicated Modifications to 2013 RFP-

NO RFP for 2013- Service delivery mix remains same as Needs/Plan Update.

However, for 2013 there will be incremental increases to funding for Methadone Maintenance (4 more clients) and for Sober Living/Oxford House Recovery Support (2 more clients)

Below is the breakdown of services as described in 2010 RFP for years 2011-2013. See Full Proposed RFP Targeted Services revised for 2013 below:

Gloucester County 2010 RFP Process Draft Plan – The following represents Gloucester County's RFP strategy reflecting 2010 -2013 County Plan findings, priorities and system change commitments as per Chapter 51 specifications and NJDAS planning guidelines:

Approximate 2010 RFP funding Targets by logic model domain: 2010 RFP is for services in years: 2011, 2012, and 2013 (Note: Changes noted below are from 2010 services to the new RFP for the next 3 years after 2010 (not 2012 to 2013)

Prevention: \$40,650	(-\$850 from 2010 Planning)
Early Intervention: \$18,650	(+\$3,500 from 2010 Planning)
Treatment: \$278,225	(+ 32,475 from 2010 Planning)
Detox: \$103,500	(+ \$7,000 from 2010 Planning)
Recovery Supports: \$16,000	(+ \$5,000 from 2010 Planning)

For a total of: \$453,025 (\$67,992 of which is County Matching Funds for 2012)

- 2012 basically the same as 2011 -- System change targets by domain for 2010 RFP addressing the 2011 to 2012 RFP/Planning Cycle.
 - Attachment 'A'/County Contract Program Specs for Detox services will include requirement for detox providers which will address formal linkage and followup regarding detox clients and their transition from successful detox to treatment services.
 - To reallocate Chapter 51 funding and or other sources to increase support for sober living by at least one client.
 - The County will make sure that recovery support services resource guides from various sources are made available to clients in treatment, and also, as needed upon clients' request from the County office. The resource can also be utilized by treatment providers in their education efforts with clients making recovery support resources decisions.
- (Revised from 2012) – Although Recovery Mentors are desired, stakeholders assessed that there is a lack of resources to support them. RFP language addressing Chapter 51 funding priorities and current DAS Plan guidelines including Logic Model Domains and Continuum of care priorities.
- The 2010 RFP Development and Implementation process will take into account 2010 to 2012 Gloucester County Alcoholism and Drug Abuse Service Plan priorities, its logic model domains and outcomes, and will continue to support a continuum of care that enhances our County's commitment to continuity of care that is client centered and utilizes substance abuse resources in accordance with Chapter 51 priorities, NJ DAS planning guidelines and substance abuse best practice models.

I. LACADA AND PACADA MEMBERSHIP 2012

1. Please list the Local Advisory Committee on Alcoholism and Drug Abuse (LACADA) membership for 2011 and 2012. Include names and organizational affiliations, and roles like chair, vice-chair, subcommittee chair, provider, consumer, etc.

	NAME	AFFILIATION	ROLE
1.	Gail Slimm	Represents Family Managmt	LACADA Chairperson & CASS member
2.	Norma Ryley	Represents Treatment Providers	Treatment Subcommittee
3.	Clyde Eugene Isner	Represents Community	Treatment SubCom & CASS
4.	Louise Habicht	Represents Parent to Parent	Treatment Subcommittee and CASS
5.	Jackie Caban	Represents Prosecutor – Criminal Justice	CASS member
6.	Dena Cooper	Represents Supt. Of Schools	CASS member
7.	Denise Welsh	Represents Community	Treatment Subcommittee CASS member
8.	Joyce A. Brown	Represents Senior Citizens	Treatment Subcommittee & CASS
9.	Kathleen Foster	Represents Parent to Parent and Mental Health	Treatment Subcommittee & CASS member
10.	Linda Marie Tramo	Represents Community	Treatment Subcommittee &
11.	Annett DiBartolomeo	Represents Community	Treatment Subcommittee &
12.	William Dougherty	Represents Community	CASS
13.			
14.			
15.			
16.			

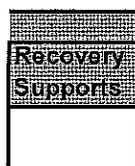
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2. Please list the County Alliance Steering Subcommittee (CASS) membership for 2011 and 2012. Include names and municipal affiliation, and roles like chair, vice-chair, subcommittee chair, etc.

INSTRUCTIONS: TO ADDITIONAL ROW, PLACE CURSOR AT END OF LAST ROW AND CLICK "ENTER". TO ADD SEVERAL ROWS, SELECT SEVERAL ROWS AND CLICK INSERT ROWS ON THE TABLE PULL DOWN MENU. TO DELETE ROW(S), SELECT THE ROW OR SELECT SEVERAL ROWS AND CLICK "CUT."

	NAME	MUNICIPALITY	ROLE
1.	Gail Slimm		CASS Chair
2.	Jackie Caban		CASS Member- Criminal Justice
3.	William Dougherty		CASS Member
4.	Louise Habicht		CASS Member
5.	Kathleen Foster		CASS Member – Mental Health
6.	Joyce A. Brown		CASS Member
7.	Denise Walsh		CASS Member
8.	Norma Ryley		CASS Member
9.	C. Eugene Isner		CASS Member
10.			
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22.			

Continuum of Care							
Prevention Education	Early Intervention	Treatment					
		Detox	Long-Term Residential	Short-Term Residential	Partial Care	Intensive Outpatient	Outpatient Half-Way House



C2



BOARD OF
CHOSEN FREEHOLDERS

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STATE OF NEW JERSEY

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DEPARTMENT OF HUMAN
SERVICES

DIRECTOR
Lisa A. Cerny

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Woodbury, NJ 08096

Phone: 856.384.6870

Fax: 856.384.0207

lcerny@co.gloucester.nj.us

www.gloucestercountynj.gov

TO: Leona Mather

DEPARTMENT: Office of Disability Services

GRANT TITLE: G.C. Municipal Alliance

DATE: October 25, 2012

CERTIFICATION LETTER

The DEPARTMENT OF HUMAN SERVICES certifies that the enclosed Grant has been reviewed and meets the standard requirements

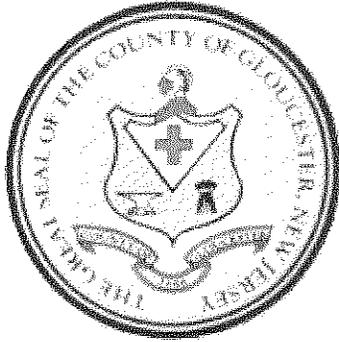
REVIEWED BY: [Signature]

REVIEWED BY: Lisa A. Cerny
Grants Coordinator

FREEHOLDER MEETING: November 7, 2012

New Jersey Relay Service -- 711
Gloucester County Relay Service
(TTY/TTD) - (856)848-6616

GLOUCESTER
COUNTY



MUNICIPAL ALLIANCE
PLAN
2013

GLOUCESTER COUNTY MUNICIPAL ALLIANCE PLAN 2013

GLOUCESTER COUNTY BOARD OF CHOSEN FREEHOLDERS

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Division of Disability Services

Leona Mather, Director

The Gloucester County Addiction Services Office

Judith M. Tobia Johnson
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MaryBeth Monroe
County Alliance Coordinator
Municipal Alliance Program
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(a) Municipal Alliance Funding Allocations

(b) Monitoring Report Form

(c) Municipal Alliance Program Summaries

AUTHORITY

P.L. 1989 Chapter 51, N.J.S.A. 26:2BB-1 et. Seq. authorized the establishment of the Governors Council on Alcoholism and Drug Abuse and within this Council an Alliance to prevent Alcoholism and Drug Abuse by uniting the communities of this state in a coordinated and comprehensive effort. Each municipality is to create an alliance whose local efforts are coordinated through a County Alliance Steering Subcommittee (CASS) established through the Local Advisory Committee on Alcoholism and Drug Abuse (LACADA).

Continuous communication between the County Alliance Coordinator Office and Alliance Chairpersons, in preparation of these proposals, substantiates that all municipal plans include in this submission are the direct result of alliance committee and determination.

I. PLANNING PROCESS

- A.** The Alliance to Prevent Alcoholism and Drug Abuse is statewide in its thrust but a local in its efforts to coordinate prevention activities at the municipal level. Success in this endeavor requires broad based local support.

The Local Advisory Council on Alcoholism and Drug Abuse (LACADA) determines the alcoholism and drug abuse services needed in Gloucester County. Through the Alliance Coordinator Office the LACADA then develops a County Alliance Plan that addresses the Alliance Steering Subcommittee of the LACADA is named to specifically address the prevention component of the total County Plan and through the Coordinators office, works directly with Municipal Alliance Committees.

Municipal Alliance Committees assess the needs of their local communities and determine the kinds and scope of programs best suited to meet its goal of alcohol and drug abuse prevention. Municipal Alliance Committee proposals are presented to the CASS for review, approved by the LACADA and forwarded to the Board of Chosen Freeholders with a recommendation for its adoption as the official County Alliance Plan.

B. GOALS AND OBJECTIVES

The long term goal for Municipal Alliances is the elimination of alcohol/drug dependency among Gloucester County Residents.

The short term goal is to work with other Municipal Alliance Committees, community agencies and organizations to make available quality prevention education programs, activities and alternatives that will heighten public awareness, and equip residents to make informed decisions relative to alcohol and drug use.

- C.** The County Alliance Coordinator will network with local county and regional services providers, the Governors Council staff, other County Coordinators, N.J. Alcohol/Drug Resource Center and Clearinghouse – Rutgers University,

- D.** NCADD Southwest Jersey, and Rowan University Center for Addictions Studies Planning Committee to keep abreast of and develop a calendar of training opportunities that will enhance development of substance abuse prevention programs. Alliance

Gloucester County Municipal Alliance Plan 2013

Committee and CASS members will be notified and encouraged to participate as well as share their experiences at county meetings of Municipal Alliance Committees.

- E.** Each of the 24 municipalities in Gloucester County has an alliance or is part of an alliance consortium. All are now participants in the Municipal Alliance Project.

In pursuit of these goals the primary objectives for 2013 are as listed below:

- a.** To strengthen Municipal Alliances by improved networking through monthly or bi-monthly meetings, mailings, conferences and seminars.
- b.** To encourage and assist Municipal Alliance committees in conducting needs assessments based on recent data.
- c.** To increase the effectiveness of Municipal Alliance Committees by continuously providing opportunities for training in areas related to the nature, prevention and treatment of alcohol and drug addiction.
- d.** To encourage and facilitate inter-alliance networking for the purpose of idea and program exchange as well as unified activities encompassing two or more alliances.
- e.** To work with Municipal Alliance Committees in developing a county wide resource guide to speakers and programs.
- f.** The development of a public information brochure by each Municipal Alliance Committee for distribution in its community.
- g.** To promote and implement the concept of prevention unification by encouraging Municipal Alliance interaction and participation with other Gloucester County ATOD prevention stakeholders in activities addressing the requirements of a county wide needs assessment.
- h.** To insure increased media exposure of alliance programs and volunteers.

Gloucester County Municipal Alliance Plan 2013
ON GOING OBJECTIVES

- i. To promote the Governors Council's goal of Prevention Unification by joining with other County Stakeholders in a partnership that encompasses coordinated policies, more effective outreach, improved program quality and community response to demonstrated prevention needs.
- j. To encourage community response to the chemical health needs of senior citizens and special populations as an integral part of the Municipal Alliance Committee effort.
- k. To include participation and advice from the school age population in alliance planning.
- l. To advocate for continuation of the Alliance to Prevent Alcoholism and Drug Abuse.

A. ORGANIZATION

B. LOCAL ADVISORY COMMITTEE ON ALCOHOLISM AND DRUG ABUSE (LACADA)

P.L. 1989, Chapter 51 required that each County establish a Local Advisory Committee on Alcoholism and Drug Abuse (LACADA) to assist the governing body in the development of an Annual Comprehensive Plan.

According to the law, the Advisory Committee shall consist of ten (10) to sixteen (16) members. At least two (2) members shall be recovering drug addicts and two (2) shall be recovering alcoholics.

The Committee shall include representation from the County Prosecutor's Office and a wide range of public and private organizations or individuals interested in or experienced in alcohol or drug related issues. Each committee shall represent the various society-economic, racial and ethnic groups for the County in which it serves.

Gloucester County LACADA consists of 12 members and meets all of the above requirements. The LACADA currently has by-laws in effect which govern its operation, function, and address conflict of interest.

Gloucester County Municipal Alliance Plan 2013
Table of Organization

County Local Advisory Committee on Alcoholism and Drug Abuse

<u>Name</u>	<u>Term</u>	<u>Affiliate</u>
Gail Slimm, Chair 68 Barlow Ave. Sewell, NJ 08080	1 year	Higher Ed
Jackie Caban, Rep. for Shawn Dalton, Woodbury NJ 08096	1 year	Criminal Justice County Prosecutor
Rep. for Mrs. Sandra Lowe RR4, Box 184-D Sewell, NJ 08080	1 year	Office of Education
Kathleen Foster 504 Lincoln Ave National Park, NJ 08063	1 year	Community
Louise Habicht 1714 Second Street Thorofare, NJ 08063	1 year	Community
Gaynell Javis C/O St. John Of God 1145 Delsea Drive Westville Grove, NJ 08093	1 year	Community
Chris Marshall PO Box 977 Newfield, NJ 08344	1 year	Mental Health
William Dougherty Mantua NJ 08051	1 year	Community

Gloucester County Municipal Alliance Plan 2013
County Local Advisory Committee on Alcoholism and Drug abuse

<u>Name</u>	<u>Term</u>	<u>Affiliate</u>
Denise Welsh 10 Buffalo Run Sewell, NJ 08080	1 year	Affiliate Service Provider
Janet Dershemer 16 White Oak Lane Williamstown, NJ 08094	1 year	Community
Clyde Eugene Osmer 115 Ogden Road Wenonah, NJ 08090	1 year	Community
Gaynell Javis C/O St. John Of God 1145 Delsea Drive Westville Grove, NJ 08093	1 year	Community
Jackie Caban, Rep. for Shawn Dalton, Woodbury NJ 08096	1 year	Criminal Justice County Prosecutor
Kathleen Foster 504 Lincoln Ave National Park, NJ 08063	1 year	Community

* Membership includes 2 or more recovering alcoholics and 2 or more recovering drug abusers

** As of September 2008

C. County Alliance Steering Subcommittee Members

The subcommittee is specifically formed:

1. To develop and submit a County Alliance Plan for expenditure of funds derived from the Drug Enforcement and Demand Reduction Fund, N.J.S.2C:35-15.

Gloucester County Municipal Alliance Plan 2013

2. To develop programs and fiscal guidelines consistent with directives from the Governor's Council on Alcoholism and Drug Abuse for the awarding of funds to counties and municipalities for each Alliance to use in ATOD prevention activities.
3. To identify community leadership for the development, replication and expansion for successful community model programs throughout the county.
4. To coordinate projects that will assure cost effectiveness and avoid fragmentation and duplication.

Municipal Alliance Steering Subcommittee Members (CASS)

<u>Name</u>	<u>Term</u>	<u>Affiliation</u>
Gail Slimm	1 year	LACADA/Community
Dena Cooper	1 year	Supt. ofools
Norma Riley	1 year	Domestic Violence Addiction Services
Denise Welsh	1 year	Local Business
Gaynell Jarvis	1 year	Special Needs Education
*Joseph Williams	1 year	NCADD-SWJ Council
Nancy Chard	1 Year	JJC/Youth Services
Jackie Caban	1 Year	Office of the County Prosector
Kathleen Spinosi	1 Year	County Health Dept. Mental Health

*Non Voting member

Cass Member as of September 2008

Gloucester County Municipal Alliance Plan 2013
LACADA Support

Freeholder Liaison

Lynam Barnes
(856) 853-3380

Gloucester County Board of
Chosen Freeholders
Broad and Delaware Street
Woodbury, NJ 08096

State Representative

George Myers
(609) 777-1829

N.J. Governors' Council on
Alcoholism and Drug Abuse
28 W. State Street
Trenton, NJ 08625-0345

State Representative

Brian Gooley
984-0891

N.J State Dept. of Health
Division of Addiction
Services
Box 360
Trenton, NJ 08625

Gloucester County Department of Human Services

Leona Mathers, Director
(856) 681--6180

115 Budd Blvd.
Woodbury, NJ 08096

Addiction Services Director

Judy M. Johnson
(856) 384-6886

Municipal Alliance Coordinator

MaryBeth Monroe
(856) 384-6887

Addiction Services Office
C/O Gloucester County Department of Education//Disability Services
115 Budd Blvd.
West Deptford NJ 08096

Review Process

A. DESCRIPTION

Applications were mailed to all Municipal Alliance Chair persons in May 2012. A scheduled target date for completion of the 2013 RFP is October 15, 2012 with a State deadline of November 1, 2010 to accommodate the Alliances, technical assistance was provided at Municipal Alliance Coordinator's office on an individual basis for assistance as needed for completion of RFP updates, also.

B. REVIEW CRITERIA:

- i.** Each activity plan reflects some aspect of the Bio-psychosocial Disease Model; Prevention/Risk Factors and the Prevention Pyramid.

- ii.** Assure that proposals are for prevention and education as set forth in the following guidelines provided by the Governor's Council:
 - 1.** Organized and coordinated efforts involving schools, law enforcement, business groups and other community organizations for the purpose of reducing alcoholism and drug abuse;

 - 2.** In cooperation with local school districts, comprehensive and effective alcoholism and drug abuse education programs in grades K-12.

 - 3.** In cooperation with local school districts procedures for the intervention and referral to treatment of students abusing alcohol or other drugs;

 - 4.** Comprehensive alcoholism and drug abuse education;

 - 5.** Comprehensive alcoholism and drug abuse community awareness programs.

III Each application is checked for completeness using criteria from Governor's Council.

C. Funding

Funds allocated by the Governor's Council are administered by the County. Municipal Alliance Programs are approved and funded based on the content of its submission including program goals and objectives and community commitment.

Each alliance is allotted a base dollar amount. Consortiums receive a base amount slightly higher than the one municipality alliance. A funding formula based on population is then applied to determine the additional amount of funding each municipality receives.

Municipalities will access funding from the county through a voucher system. Alliance committees submit a request for reimbursement form, a matching fund report and supporting documents to the Municipal Alliance Office for review and approval. Documents are reviewed for compliance and signed off to the Fiscal Officer of the Board of Health for follow-up and reimbursement.

1. A \$5,000 base allotment is awarded each municipality with an approved alliance plan. This initial allotment, (excluding carry-over funds), is then deducted from the total county allotment, the remaining amount is then apportioned on the basis of population. Each municipal population is calculated as a percentage of the total participating county population. That population percentage expressed as a decimal, is multiplied by the balance of the county allocation. The outcome equals the additional amount of funding available to a given municipality. The following formula determines a given municipality's allotment. (Excluding carry-over funds).

$$\text{2013 Programmatic Dollars} = Z \quad \text{2010 Hex: } z = (\text{base}) + E + X + Y$$

A = Total Amount of Original County Allotment of 1989 for Distribution to the Municipal Alliances = \$242,920

B = [\$5,000 (Base) x 18 Municipalities] = 90,000 [\$7,000 (Base) x 3 Consortium Alliances = 21,000] = Total \$111,000

C = A - B = Total Original County Allocation Dollars of 1989 remaining after base amounts are distributed (\$242,920 - \$111,000) = \$131,920 remaining after Base amounts are distributed.

D = Municipal % of County Population

E = C x D = Funding to be added to each Alliances' Base Amount of \$5,000 or 7,000 from the original County Allotment of 1989 = \$131,920 x % of municipal population = each municipal allocation over the base.

F = B + E = Total Distribution of Original County Allotment of 1989 = \$242,920

G = Total 2012 Supplement Allotment to Municipalities of \$45,000

X = Amount of "G" Allocated to Individual Alliances \$3,500 each for large Municipalities' Alliances; 2,500 each for Consortium Municipal Alliance; and \$2,000 or 1,500 each for remaining municipalities. Remaining municipalities' allocations were distributed by the individual alliance ability to perform. Programmatic Planning and Funding Utilization Countywide

Z = Total 2011 Programmatic Dollars = (Total Annual Allotment per Alliance = B (base) = E (each alliance's Allocation over base) + X (each Alliance's Supplement Funding = \$287,920) + Y (Countywide Programmatic Dollars. 00) = \$289,720

***Portions based on past performance for each Municipality**

Gloucester County Municipal Alliance Plan 2013

1. All program activities submitted contain a drug and alcohol component in order to meet the basic requirement for funding.

MONITORING

- A. The Municipal Alliance Coordinator will monitor each Municipal Alliance Program and attend membership meetings one ca year at minimum. Monitoring will take place at a site designated as records depository by the Municipal Alliance. In most instances this will be at the Township Municipal Building and in other cases at the Chairpersons home. The monitoring from will be completed and reviewed with the Alliance Chairperson. A copy of the report will be kept on site in the County Alliance Office as well as given to the local Alliance representative.
- B. A total of 21 Alliances will be monitored. At least one meeting and one activity of each Alliance will be attended by the County Alliance Coordinator.
- C. A monitoring for will review organization, fiscal and programmatic components for compliance as spelled out by the Governor's Council and LACADA.

SUMMARY OF MUNICIPAL ALLIANCE ACTIVITIES

Clayton Borough

DEDR-10,122

Cash Match- 2,530

In-Kind -7,592

***Dare** – This comprehensive prevention program follows a carefully structured focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stress, role models and support system. It teaches students to value self while developing strong refusal skills. This program is done in all the (2) 5th classes for 17 weeks. After completion of this program there is a follow up an A.T.O.D. Assembly called “The Power of One” that concludes everything that is taught during the 17 weeks.

RISK FACTOR: Early First Use **C-SAP Strategy:** Education **Domain School**

Funding: DEDR \$700 Cash Match \$ 600 In-Kind \$2,000

Project Graduation/After Prom Party - This activity is designed to provide a drug and alcohol free environment for those attending the Project Prom/Graduation. Preparation for this activity provides is a year long process that includes many people planning this process for a successful night. There are many fund raisers that are take place and donations given from town businesses to help cut costs. This all night event is taken very seriously once the students are in the place they are not let out unless picked up by a parent. This event takes place twice a year once for the Prom/Project Graduation this time allows students and faculty peer interaction in the pursuit of concrete and entertaining ways to enhance alcohol and drug prevention.

RISK FACTOR: Social Depravation **C-SAP Strategy:** Alternatives **Domain School**

Funding: DEDR \$2,503 Cash Match \$500 In-Kind \$2,500

***School Social Programs** – Social activities that are provided promoted a viable drug and alcohol free activities enjoyed by young people. Both planning and active phases of these activities include education for drug and alcohol prevention through peer discussion, decision making and role playing as well as input from experienced facilitators and access to referral info and services. These activities are planned for once a month.

RISK FACTOR: Social Depravation **C-SAP Strategy:** Alternatives **Domain School**

Funding: DEDR \$ 400 Cash Match \$150 In-Kind \$

***Renaissance Program** - Clayton’s Renaissance Program promotes a positive and safe learning environment where teachers engage in being taught the dangers of A.T.O.D. while also, they learn students are able to leaning the meaning of self-worth through this experience and they also, learn that they are worth something Having activities for them to participate in such as this enables them to be aware of the dangers of ATOD use

RISK FACTOR: Early Anti-Social Behavior **C-SAP Strategy:** Communications **Domain School**

Funding: DEDR\$ 1,145 Cash Match \$ 300 In-Kind \$

Anti –Gang Program/with A.T.O.D. Component Middle School – Dion Henry will be providing an Anti-Gang Program with an emphasis on A.T.O.D. and its’ relationship between the too. This will be taught in the middle for a 5 week program. His focus will be on how violence is related to drugs and alcohol abuse and encouraging the students not to be tempted or peer pressured and learning to walk away. During Dion’s program pre and post test will be distributed. Following this program there will be an Assembly called “Half-Way There” Pre and Post test are incorporated.

RISK FACTOR: Anti-Social Behavior **C-SAP Strategy:** Education.

Funding DEDR \$1,000 Cash Match \$ 500 In-Kind \$ **Domain: School**

Clayton Continued

National Night Out Community Events – This night takes a lot of preparation and many volunteers are there to make sure that this event is well received by the community. After the night is over they are preparing for the next year. An on-going, year long collaboration with Police and Fire Department, “Officer McGruff” and the Alliance culminates with a rally. While the emphasis is on crime, ATOD awareness and community-shared prevention goals are also spotlighted. The Community at large is made aware of the activities of the Alliance and develops an understanding of the relationship of ATOD issues and crime. **Domain: Community**
RISK FACTOR: Low neighborhood attachment **C-SAP Strategy:** Communications
Funding: DEDR \$ 1,700 Cash Match \$ 250 In-Kind \$ 2,000

Promotional Items – This is for all of the events that are done throughout the year and will provide for the purchase of promotional items with the Anti-A.T.O.D. message and the Clayton Municipal Alliance/GCADA prominently displayed. These items will be used to foster Alliance awareness at various school and other activities. **Domain: Community**
Funding: DEDR \$ 500 Cash Match \$203 In-Kind \$
RISK FACTOR: Low neighborhood attachment **C-SAP Strategy:** Communications

ELKS PEER LEADERSHIP PROGRAM –is a program that runs during the schools year. This allows students at high risk to be involved with an after school program rather just going home after school with nothing to do. During this time the students talk everyday about issues that they may be having at home or what ever. This gives them self-esteem, confidence, and how to deal with peer pressure in their daily lives. When a child has all these qualities it gives them the strength they need to say “NO” to A.T.O.D. Also, for a week in the summer they are taken from there environment to learn that you can have fun without being under the influence. Being a role model is a goal of this program for all that are able to attend. These students come to my County Wide meetings and will share their experiences with my Alliance Chairpersons.
Risk Factor: Early Anti-Social Behavior **C-SAP:** Prevention Education
Funding: DEDR 2,174 Cash Match \$ In-Kind \$ 1092 **Domain: Individual/Peer**

Deptford Township

DEDR- \$22,044

Cash Match -\$5,511

In-Kind- \$16,533

Dare – This comprehensive prevention program follows a carefully structured focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stress, role models and support system. Teaches students value self while developing strong refusal skills. This program is done in all the (5) 5th classes for 10 weeks. After completion of this program a follow up an A.T.O.D. Assembly called “The Power of One” that concludes everything that is taught during the 17 weeks.

RISK FACTOR: Alienation & Rebelliousness

C-SAP Strategy: Education

Funding DEDR \$ 3,000

Cash Match \$ 1,000

In-Kind \$ 2,500

Domain: School

Project Graduation/After Prom Party - This activity is designed to provide a drug and alcohol free environment for those attending the Project Prom/Graduation. Preparation for this activity provides is a year long process that includes many people planning this process for a successful night. There are many fund raisers that are take place and donations given from town businesses to help cut costs. This all night event is taken very seriously once the students are in the place they are not let out unless picked up by a parent. This event takes place twice a year once for the Prom/Project Graduation this time allows students and faculty peer interaction in the pursuit of concrete and entertaining ways to enhance alcohol and drug prevention.

RISK FACTOR: Favorable Attitudes

C-SAP Strategy: Alternative

Funding DEDR \$3,000

Cash Match \$ 0

In-Kind \$ 4,000

Domain: School

Anti –Gang Program/with A.T.O.D. Component Middle School – Dion Henry will be providing an Anti-Gang Program with an emphasis on A.T.O.D. and its’ relationship between the too. This will be taught in the middle for a 5 week program. His focus will be on how violence is related to drugs and alcohol abuse and encouraging the students not to be tempted or peer pressured and learning to walk away. Dion’s program will have pre and post test will be distributed. Following this program there will be an Assembly called “Half-Way There” Pre and Post test are incorporated.

RISK FACTOR: Social Depravation

C-SAP Strategy: Education.

Funding DEDR \$4,475

Cash Match \$ 500

In-Kind \$

Domain: School

Mischief Night- This is a night full of many events for the student’s ages 11-15 yrs. of age. At this time the kids are kept off the streets on mischief night they are less likely to get into trouble. Deptford has had events such as Movies, Halloween Parties, An A.T.O.D. message is sent to the students. This night if there is nothing to do they will find something to do but it won’t be constructive. The Deptford Police has seen the difference since this program has been in effect for the last 6 years.

RISK Factor: Early First Use

C-Sap Alternative

Funding DEDR \$1,500

Cash Match \$ 0

In-Kind \$ 2,500

Domain: Comm.

Alliance Secretary – Secretarial support for the successful implantation of the Deptford’s Municipal Alliance programs for the mission of drug /alcohol prevention. The secretary is responsibilities for taking and sending out the minutes. Reminder calls made to alliance members. Each member is responsible for over sees a program and reporting on the event.

Risk Factor: Lack of Community involvement

C-SAP Strategy Collaboration

Funding: DEDR \$ 1,200

Cash Match \$

In-Kind \$

Domain: Comm.

Gloucester County Municipal Alliance Plan 2013
DEPTFORD TOWNSHIP CONTINUED

Community Events – There are many different events that are held at the Recreation center along with Fasola Park. There are a total of **four (4) events** that will be worked on throughout the year. All are made an ATOD free environment. Deptford residents of different age groups will be able to enjoy a fun full day of activities and anti- A.T.O.D. messages through the information that will be distributed. There will events for everyone in the community to enjoy. This event is even a great time for the seniors. It's an all day event that takes place **four (4)** times a year. These events aren't just pulled together in one day it takes a lot of volunteers, participation, and collaboration in allowing these things to run smoothly.

RISK FACTOR: Family Management Problems **C-SAP Strategy:** Alternative
Funding: DEDR \$1,800 Cash Match \$ 700 In-Kind \$ **Domain: Comm.**

Cop-and-a-Half – 5th grade students, 10-11 year olds will be selected from an essay contest which subject will involve drugs, tobacco or alcohol. These winning students will be suited in a police uniform and will be “emissaries” between the Police Department and their fellow students. There will be a total of 40 sessions – meeting once a week during the school year.

RISK FACTOR: Early Anti-Social Behavior **C-SAP Strategy:** Alternative
Funding: DEDR \$ 750 Cash Match \$ 0 In-Kind \$ 665 **Domain: School**

***Senior Awareness/Events** – Local Pharmacist and or physician will meet with and review medications and side effects with seniors at the Senior Lunch program. Other selected senior activities will also be presented. A major focus of this program will be the interaction of alcohol with seniors prescribed medication as well as any other interaction with various medications. Senior as we know are an isolated population and need programs to inform them of places that they can go and people that they need to call.

RISK FACTOR: Isolation/Loss **C-SAP Strategy:** Education
Funding: DEDR \$ 2,500 Cash Match \$800 In-Kind \$ **Domain: Individual/Peer**

ELKS PEER LEADERSHIP PROGRAM –is a program that runs during the schools year. This allows students at high risk to be involved with an after school program rather just going home after school with nothing to do. During this time the students talk everyday about issues that they may be having at home or what ever. This gives them self-esteem, confidence, and how to deal with peer pressure in their daily lives. When a child has all these qualities it gives them the strength they need to say “NO” to A.T.O.D. Also, for a week in the summer they are taken from there environment to learn that you can have fun without being under the influence. Being a role model is a goal of this program for all that are able to attend. These students come to my County Wide meetings and will share their experiences with my Alliance Chairpersons.

Risk Factor: Early Anti-Social Behavior **C-SAP:** Prevention Education
Funding: DEDR 1,169 Cash Match \$ 101 In-Kind \$ 3,000 **Domain: Individual/Peer**

East Greenwich Township

DEDR- \$ 9,627

Cash Match -\$ 2,407

In-Kind -\$ 7,220

Dare – This comprehensive prevention program follows a carefully structured focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stress, role models and support system. It teaches students to value self while developing strong refusal skills. This program is done in all the (3) 6th classes for 10 weeks. After completion of this program there is a follow up an A.T.O.D. Assembly called “The Power of One” that concludes everything that is taught during this time.

RISK FACTOR: Early First Use

C-SAP Strategy: Education

Funding: DEDR \$ 1,500

Cash Match \$ 200

In-Kind \$

Domain: School

***Senior Awareness** – Local Pharmacist and or physician will meet with and review medications and side effects which seniors at the Senior Lunch program. Other selected senior activities will also be presented. A major focus of this program will be the interaction of alcohol with seniors prescribes medication as well as the interaction of various medications with each other.

RISK FACTOR: Isolation/Loss

C-SAP Strategy: Education

Funding: DEDR \$1,200

Cash Match \$ 107

In-Kind \$ 2,500 **Domain:** Individual/Peer

Elks Peers Leadership – Elks Peers Leadership is a program that is done every year through the YMCA and who attends this camp are the 5th graders. This is a 3 day 2 night program that is full of events which include skits, anti-bullying, self-esteem and introduces DARE. The nights are also a time where they are still encouraging and doing A.T.O.D. activities. There’s a gentlemen that is involved with the camp and entertains them with an A.T.O.D. magical act on all of the topics that they had learned throughout the day.

Risk Factor: Anti-Social Behavior

C-SAP Strategy: Education

Funding: DEDR \$ 1,600

Cash Match \$ 0

In-Kind \$ 2,500

Domain: Individual/Peer

***Red Ribbon Week** – Target population, k-6th graders – showing intolerance of drugs in our schools by the wearing of a red ribbon which is part of a National Program proclaimed by Congress. The schools who participate in wearing of the red ribbon carry the message that it is okay to say “NO TO ATOD”

RISK FACTOR: Favorable Attitudes

C-SAP Strategy: Communications

Funding: DEDR \$ 400

Cash Match 200

In-Kind \$

Domain: School

Anti-Gang Program/with A.T.O.D. Component Elementary School – Dion Henry will be providing an Anti-Gang Program with an emphasis on A.T.O.D. and its’ relationship between the too. This will be taught in the middle for a 5 week program. His focus will be on how violence is related to drugs and alcohol abuse and encouraging the students not to be tempted or peer pressured and learning to walk away. During Dion’s program pre and post test will be distributed. Following this program will be an Assembly with “Gizmo” Pre and Post test are incorporated.

RISK FACTOR: Early Ant- Behavior/Rebellious

C-SAP Strategy: Communications

Funding: DEDR \$ 1,427

Cash Match \$0

In-Kind \$

Domain: School

Gloucester County Municipal Alliance Plan 2013
East Greenwich Township Continued

Community Events – Many different events will be held at the Fire Hall all events are an ATOD free environment. Residents of different age groups will be able to enjoy a fun full day of activities and anti- A.T.O.D. messages. There will events for everyone in the community to enjoy. This event will be even great for the seniors. There aren't many functions for the residents to share with one another but this is one of them. Many people don't get out much and with not having to go far they are able to enjoy a day full of entertainment and good people.

RISK FACTOR: Family Management Problems **C-SAP Strategy:** Alternative
Funding: DEDR \$2,100 Cash Match \$ 1,000 In-Kind \$ 2,220 **Domain: Comm.**

Babes - This is a 6 week program that is geared toward A.T.O.D. prevention K-3rd. Each week the teacher will come is to teach a new lesson. These lesson include Self-Esteem, Peer Pressure, Basics of A.T.O.D., Retreat is not defeat, Coping Skills, and Rhonda's Story. They will be taught how to say "NO" when needed.

RISK FACTOR: Early First Use **C-SAP Strategy:** Education
Funding: DEDR \$1,100 Cash Match \$ 0 In-Kind \$ **Domain: School**

Newsletter and Mailings – A semi-annual newsletter containing news of ATOD prevention events and resources will be mailed to residents in the Township. The Alliance will publish the newsletter and invite other Community organizations as well to contribute news of their respective prevention efforts.

Risk Factor: Favorable Attitude **C-SAP Strategy** Communication
Funding; DEDR \$0 Cash Match \$400 In-Kind \$ **Domain: Comm.**

MISC. - These monies will be used for certain A.T.O.D. materials or refreshments. Also an event or program may need just a little extra monies that is why this would be needed.

Risk Factor: Favorable Attitude **C-SAP Strategy** Communication
Funding; DEDR \$0 Cash Match \$500 In-Kind \$ **Domain: Comm.**

Elk/Franklin Township

DEDR -\$20,364

Cash Match- \$5,091

In-Kind -\$ 15,273

***Peers in Transition** – Transition project is a program designed to assist ninth grade students in making a successful transition from middle into high school. By addressing concerns and problem areas such as relieving stress, bullying, and even everyday problems that the students themselves introduce and building a “road map” to guide them, the students are ensured of a smooth assimilation.

Risk Factor: Anti Social/Rebelliousness

C-SAP: Education

Funding: DEDR\$ 4,450 Cash Match \$ 2,200 In-Kind \$ 4,391 **Domain: Individual/Peer**

***Project Graduation** – This activity spans the entire school year and focuses on the Senior Class educating against drinking and driving. At Senior Assemblies and class meetings anti-drinking and driving education is promoted through the use of lectures, presentations, group discussions, promotional items and videos over the school channel.

RISK FACTOR: Community Norms

C-SAP Strategy: Alternatives

Funding: DEDR \$ 2,439 Cash Match \$ 0 In-Kind \$ 3,000 **Domain: Individual/Peer**

Anti-Gang Program/with A.T.O.D. Component Middle School – Dion Henry will be providing an Anti-Gang Program with an emphasis on A.T.O.D. and its’ relationship between the two. This will be taught in the middle for a 5 week program. His focus will be on how violence is related to drugs and alcohol abuse and encouraging the students not to be tempted or peer pressured and learning to walk away. During Dion’s program pre and post test will be distributed. Following this program there will be an Assembly called “Half-Way There” Pre and Post test are incorporated.

RISK FACTOR: Early Ant- Behavior/Rebellious

C-SAP Strategy: Communications

Funding: DEDR \$ 3,000 Cash Match \$ 1,091 In-Kind \$ 1,760 **Domain: School**

***DARE** – This is a comprehensive prevention program presented by the local police department. Topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stress, role models and support systems are taught to elementary school 5th grade students.

RISK FACTOR: Early First Use

C-SAP Strategy: Education

Funding: DEDR \$ 3,000 Cash Match 0 In-Kind \$ 1,800 **Domain: School**

***Prevention Program/Consultant Coordinator** – Qualified personnel to coordinate, plan and implement community based drug and alcohol prevention programs and activities. This person will make sure that all of the programs requirements are met and quarterly reports are handed in a timely matter. Linda Lawyer is the person who helps for these programs to be successful in the schools and the community.

RISK FACTOR: Early First Use

C-SAP Strategy: Collaboration

Funding: DEDR \$ 2,300 Cash Match \$ 1,000 In-Kind \$ 2,750 **Domain: Family**

Red Ribbon Week – Target population K-6 graders showing intolerance of drugs in our schools by the wearing of a Red Ribbon which is a part of national Program proclaiming by Congress. The schools who participate in wearing a Red Ribbon saying that is ok to say “NO” TO ATOD”.

Risk Factor: Early First Use

C-SAP - Education

Funding: DEDR \$975 Cash Match \$125 In-Kind \$ 472 **Domain: School**

Elk/Franklin
Township Continued

***Senior Awareness** – Local pharmacists and/or physician will meet with and review medications and side/effects with Senior at the senior Lunch Program and selected Senior Citizens activities. A Focus of this program is the interaction of alcohol with medications as well as the interactions of various medications with each other.

Risk Factor: Isolation/Loss

C-SAP – Education

Funding: DEDR \$ 1,200 Cash Match \$ 325 In-Kind \$ 800 **Domain: Individual/Peer**

***National Night Out** – In conjunction with proposed plans to start up a town watch group with a target of a joint participation in National Night Out, the alliance will be assisting in setting up and funding programs and display of all alliance sponsored programs at information centers demonstrations and activities throughout the towns. During the year we are joined by other committees because we are all here for the same reason taking back our communities and allowing the people who are starting all the trouble that we are here to send a message that we will not tolerate any tolerance of A.T.O.D. use. There are many of there peers who are getting involved to help other just to say “NO”.

Risk Factor: Lack of Community Awareness

C-Sap Collaboration

Funding: DEDR \$ 0 Cash Match \$ 350 In-Kind \$ 300 **Domain: Comm.**

Natural Helpers – The Natural Helpers program will write skits and perform them for the Middle School and 6th graders in district. They will address the concerns and problems that students deal with on an everyday basis. Topics will include addiction, drugs, alcohol, bullying, teasing, gangs, prescription drug use/abuse and physical abuse. Also, this group will start a welcome wagon where Natural Helpers will be matched with a new student to help them acclimate to their own environment.

Risk Factor – Favorable Attitude towards A.T.O.D. use/
Anti Social Behavior/Rebellion

C-Sap Education

Funding: DEDR \$1,500 Cash Match \$ In-Kind \$ **Domain: Family**

Challenge Day – The day long, interactive Challenge Day program provides teens and adults with tools to tear down the walls of separation, and inspires participants to live, study and work in an encouraging environment of acceptance, love, and respect. Challenge Day Leaders guide teens on a carefully designed exploration of the ways people separate from each other, and model tools for creating connection and building community. The program increases self-esteem, help shift dangerous peer pressure to positive support, and reduce the acceptability of teasing, oppression, and all forms of violence. The “Be the Change Team” sustain the cultural and paradigm shifts created through Challenge Day all year long.

Risk Factor-Little Commitment to School/School Transitions

C-Sap Education

Funding: DEDR \$1,500 Cash Match \$ In-Kind \$ **Domain: School**

Glassboro Borough

DEDR- \$16,341

Cash Match- \$4,085

In-Kind- \$ 12,255

***BOYS AND GIRLS CLUB** – Youth in 5th through 12th grades will participate in supervised, structured activities that provide alternatives to at-risk behaviors and promote development of positive life styles. Activities will include (“SMART MOVES”) Video project (making an anti-ATOD video). Rennie Harris Hip-Hop Workshop and making an Alliance Newsletter.

Risk Factor: Early First Use

C-SAP Strategy: Early Intervention

Funding DEDR \$ 3,000 Cash Match \$1,000 In-Kind \$ 2,000 **Domain: Family**

Dare – This comprehensive prevention program follows a carefully structured focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stress, role models and support system. It teaches students to value self while developing strong refusal skills. This program is done in all the (3) 6th classes for 10 weeks. After completion of this program there is a follow up an A.T.O.D. Assembly called “The Power of One” that concludes everything that is taught during this time.

RISK FACTOR: Early First Use

C-SAP Strategy: Education

Funding DEDR \$ 1,500 Cash Match \$ 1,000 In-Kind \$ 5,000 **Domain: School**

Youth /Recreation Alternative Activity -A variety of youth programs will be offered including physical recreation, creative arts, an after prom, etc., so children have alternatives to risky behavior. Programs such as PAL and midget football are ongoing. Glassboro is a community that has many latch key children who need something that will keep them on task and staying out of trouble is our goal with always the teachings of the dangers of A.T.O.D.

Risk Factor: Early First Use

CSAP Strategy Alternative

Funding DEDR \$ 1,700 Cash Match \$ 0 In-Kind \$ 0 **Domain: Family**

Elks and Youth Peer leadership Program: Discover Create, Inspire this is the theme for the students to understand when the conference is completed. The prevention of A.T.O.D. is one component that will be the overall theme of “Wellness America”. This year three goals are to Discover their true potential, Create a clear set of goals for themselves that include a drug free life style and Inspire our youth to be the best leaders they can be and return to their community stronger and healthier.

Risk Factor: Anti-Social Behavior

C-SAP Strategy: Education

Funding DEDR \$ 1,000 Cash Match \$ In-Kind \$ 0 **Domain: Family**

***Prevention Program/Consultant Coordinator** – Qualified personnel to coordinate, plan and implement community based drug and alcohol prevention programs and activities. This person will make sure that all of the programs requirements are met and quarterly reports are handed in a timely matter. Linda Lawyer is the person who helps for these programs to be successful in the schools and the community.

RISK FACTOR: Early First Use

C-SAP Strategy Collaboration

Funding: DEDR \$ 1,000 Cash Match \$ 0 In-Kind \$ 0 **Domain: Family**

Gloucester County Municipal Alliance Plan 2013
Glassboro Continued

After School A.T.O.D. Activities – A variety of programs will be developed to teach adults of the importance of the role playing and how this is able to help our children be A.T.O.D. free. Having the adults being able to be aware of what is going on when they are not with their children are a great advantage. You are able to ask questions and also are able to see signs of different behavior which is an indicator of A.T.O.D. use and Abuse

Risk Factor – Lack of Community Norms

C-SAP Early Interventions

Funding DEDR \$ 2,841 Cash Match \$159

In-Kind \$ 500 **Domain: Family**

***Parent Education/Senior Education/**

Crime Prevention – A variety of Adult programs and A.T.O.D. information that enables adults to read, review and understand the dangers and risk that are surrounding our children. This information allows them to understand the different sign of A.T.O.D. use before it is too late. We are affording the opportunity for Parents to be educated on signs/symptoms.

Risk Factor - Lack of Community Norms

C-SAP Early Interventions

Funding DEDR – 1500 Cash Match \$ 500

In-Kind \$500 **Domain: Family**

Community Events – Many different events are held at Glassboro's Complex. All events are an ATOD free environment. Glassboro residents of different age groups will be able to enjoy a fun full day of activities and anti- A.T.O.D. messages. There will be events for everyone in the community to enjoy. This event will be even great for the seniors. It allows them a place to go and have fun all day. These events take a lot of planning and much needed help from many volunteers.

RISK FACTOR: Family Management Problems

C-SAP Strategy: Alternative

Funding: DEDR \$1,000 Cash Match \$ 226

In-Kind \$ 2,000 **Domain: Family**

***Project Graduation** – This activity spans the entire school year and focuses on the Senior Class educating against drinking and driving. At Senior Assemblies and class meetings anti-drinking and driving education is promoted through the use of lectures, presentations, group discussions, promotional items and videos over the school channel.

RISK FACTOR: Community Norms

C-SAP Strategy: Alternatives

Funding: DEDR \$2800 Cash Match \$1,200

In-Kind \$ 2,000 **Domain: Individual/Peer**

Gloucester County Municipal Alliance Plan 2013
Greenwich Township

DEDR \$ 9,540

Cash Match \$ 2,383

In-Kind \$7,155

***DARE** – This comprehensive prevention program follows a carefully structured curriculum focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stress, role models and support systems. It teaches students to value self and never to begin A.T.O.D. use.

Risk Factor: Early First Use

C-SAP Strategy: Education

Funding DEDR \$433

Cash Match \$ 1,767

In-Kind \$ 500 **Domain: School**

***Project Prom/Graduation** – Parents, Municipal Alliance Committee Members come together to develop a program and events that will foster anti-alcohol/drug use and the Prom Committee activities in a safe supportive environment. Young adults are afforded enjoy life without the pressure of expectant adult “partying” This night is focused non students understanding that you don’t need A.T.O.D. in your life to make you have a good time.

Risk Factor: Early Anti-Social Lack of Monitoring

C-SAP Strategy: Alternatives

Funding DEDR \$ 1,000

Cash Match 0

In-Kind \$ 500 **Domain: School**

Extended Latch Key Program – An after school program with numerous activities, offering positive stimulation. Drug/alcohol awareness will be made evident to these students. Also this program will assist in better education and study habits by work with other students. This also allows for peer mentoring being present. Parent will know that their children are safe while they are at work. ATOD materials distributed.

Risk Factor: Social Deprivation

C-SAP Strategy: Alternatives

Funding DEDR \$ 600

Cash Match \$0

In-Kind \$0 **Domain: Family**

Community Events –An on going year long collaboration with the police and fire departments, and the Alliance that culminates with a rally at a community location. While the emphasis is on crime, ATOD awareness and community-shared prevention goals are also spotlighted. The Community at large is made aware of the activities of the Alliance and develops an understanding of the relationship of ATOD issues and crime.

Risk Factor: Low Neigh attachment/ Community

C-SAP Strategy Collaboration

Funding DEDR \$ 1,350

Cash Match \$ 0

In-Kind \$ 500 **Domain: Comm.**

***Senior Awareness** – Small workshops to ask questions about medication and practical sensible advice regarding alcohol and drug medication at no cost. Speakers experienced in chemical dependency address seniors on dangers of prescription medication abuse. Speakers encourage participation interaction in local clubs and volunteerism.

Risk Factor: Isolation /Loss

C-SAP Strategy: Education.

Funding DEDR \$ 1,500

Cash Match \$ 0

In-Kind \$ 500 **Domain: Individual/Peer**

Greenwich Continued

Billboard Contest – This contest will be conducted in the Middle school. Students will design a poster around an ATOD Prevention Awareness theme with the winning entry being turned into a billboard. The billboard, along with providing awareness of the message will also promote the Alliance and GCADA as well.

Risk Factor: Community Norms/
Favorable Attitudes toward ATOD

C-SAP Strategy: Communication

Funding DEDR \$ 707 Cash Match 0 In-Kind \$ 0 **Domain: Individual/Peer**

Anti –Gang Program/with A.T.O.D. Component Middle School – After a 6 week program of A.T.O.D. prevention is an Anti-Gang Program with an emphasis on all areas of all substance abuse and its’ relationship between the two. This will be taught in the middle school and the focus will be on how violence is related to drugs and alcohol abuse and encouraging the students not to be tempted or peer pressured and instead learning to walk away. During the program pre and post test will be distributed. Following this program there will be an Assembly that will follow up in everything that has been taught to them over this time period..

Risk Factor: Early First Use

C-SAP Strategy: Education

Funding DEDR \$ 1,800 Cash Match \$ 0 In-Kind \$ 500 **Domain: School**

8th Grade Graduation Event – Parents, Municipal Alliance Committee Members come together to develop a program and events that will foster anti-alcohol/drug activities in a safe supportive environment. Young adults are afforded enjoy life without the pressure of expectant adult “partying” monies provide entertainment, refreshments Etc. Also, upper classman come and talk about the trials of going to a new school which can be over whelming to some students. They talk about the pressures they may face and showing how to deal with the different situations that may arise.

Risk Factor: Early Anti-Social Lack of Monitoring **C-SAP Strategy:** Alternatives

Funding DEDR \$ 800 Cash Match In-Kind \$ 1,000 **Domain: School**

Youth Organization Sponsorship – Increasing awareness of the Municipal Alliance and its function as well as the need to focus and address the problem(s) of substance abuse. This group is dedicated to propelling the ideas of positive and healthy living through team activity. Their success though team activity and alternative mechanism to promote the alliance project. Alliance logos are displayed on sports equipment, billboards, shirts, caps, etc.

Risk Factor: Greater Influence by Peers

C-SAP Strategy: Collaboration

Funding DEDR \$450 Cash Match \$ 0 In-Kind \$ 55 **Domain: Family**

Red Ribbon Week – Target population K-6 graders showing intolerance of drugs in our schools by the wearing of a Red Ribbon which is a part of national Program proclaiming by Congress. The schools who participate in wearing a Red Ribbon saying that is ok to say “NO” TO ATOD”.

Risk Factor: Early First Use

C-SAP - Education

Funding: DEDR \$450 Cash Match \$ In-Kind \$ 400 **Domain: School**

A.T.O.D. Publicity - The monies will be used for Advertisement, printing and signage that Greenwich Township will need. They will post an A.T.O.D. advertisement in the High School year book requesting youth to join the alliance and a list of programs that they will be hosting.

Risk Factor: Early First Use

C-SAP - Education

Funding: DEDR \$450 Cash Match \$ In-Kind \$ 400 **Domain: School**

Gloucester County Municipal Alliance Plan 2013
Logan Township

DEDR- \$9,565

Cash Match -\$2,391

In-Kind- \$ 7,173

***Community Events/NNO** – A Day long full of events for the community of Logan Township to enjoy. Activities involving distribution of information on alcohol and drugs, including physical characteristics, use abuse prevention and its impact on the individual, families and the entire community. N.N.O. is included as part of on-going year long collaboration with the Police and Fire Department “Officer McGruff”. The Alliance will culminate with a rally at different community locations raising awareness of ATOD issues and the correlation with crime.

Risk Factor: Low Neighborhood Attachment

C-SAP Strategy: Collaboration

Funding DEDR \$ 2,300

Cash Match \$

In-Kind \$ 1,800 **Domain: Family**

Anti-Gang Program/with A.T.O.D. Component Middle School – Dion Henry will be providing an Anti-Gang Program with an emphasis on A.T.O.D. and its’ relationship between the two. This will be taught in the middle for a 5 week program. His focus will be on how violence is related to drugs and alcohol abuse and encouraging the students not to be tempted or peer pressured and learning to walk away. During Dion’s program pre and post test will be distributed. Following this program there will be an Assembly called “Half-Way There” Pre and Post test are incorporated.

Risk Factor: Early First Use

C-SAP Strategy Education

Funding DEDR \$2,350

Cash Match \$

In-kind \$ 300 **Domain: Family**

***Senior Awareness** – We will host two (2) events for the seniors 1) WE will have a Local Pharmacist and/or physician will meet with and review medications and side effects with seniors at the Senior Lunch Program.2) During the Christmas month we will host a Snow Ball Event for the seniors. Many are alone on the holidays and this will give them something to look forward too. A major focus of this program will be the interaction of alcohol with seniors prescribed medication as well as the interaction of various medications with each other.

Risk Factor: Community Norm/Favorable Attitudes

C-SAP Strategy: Education.

Funding DEDR \$ 1,200

Cash Match \$

In-Kind \$ 800

Individual/Peer

Elks Peer leadership Program/SBYS: Discover Create, Inspire this is the theme for the students to understand when the conference is completed. The prevention of A.T.O.D. is one component that will be the overall theme of “Wellness America”. This year three goals are to Discover their true potential, Create a clear set of goals for themselves that include a drug free life style and Inspire our youth to be the best leaders they can be and return to their community stronger and healthier.

Risk Factor: Anti-Social Behavior

C-SAP - Education

Funding: DEDR \$700

Cash Match \$

In-Kind \$

Individual/Peer

8th Grade Graduation Dance – A provided activity after the 8th grade graduation to prevent alcohol and drug prevent A.T.O.D. use after celebration. Also included is partition and presence at the 8th grade dance to Promote A.T.O.D. awareness.

RISK FACTOR: Early Anti-Social Behavior

C-SAP Strategy: Alternative

Funding: DEDR \$ 1,000

Cash Match \$

In-Kind \$ 2,400

Individual/Peer

Logan Continued

Positive Behavior Support Programs This is a program that has derived from the Olweus program which is a new Bullying Program that was introduced to us about a year ago. Logan Elementary school is putting this program into all of the class rooms and using it as part of their curriculum. This program will teach the students the dangers of bullying and what is considered a part of bullying because some are not aware of the dangers and harm that it causes others. Allowing this program in the school will help the awareness of bullying and the prevention of A.T.O.D. for many who have been bullied have low self esteem which leads to other issues.

Risk Factor: Early First Use **C-SAP - Education**
Funding: DEDR \$1,350 Cash Match \$ In-Kind \$ 1,200 **Domain: School**

Red Ribbon Week – Target population K-6 graders showing intolerance of drugs in our schools by the wearing of a Red Ribbon which is a part of national Program proclaiming by Congress. The schools who participate in wearing a Red Ribbon saying that is ok to say “NO” TO ATOD”.

Risk Factor: Early First Use **C-SAP - Education**
Funding: DEDR \$665 Cash Match \$ In-Kind \$ 673 **Domain: School**

MAC Coordinator – Qualified personnel to coordinate, plan and implement community based drug and alcohol prevention programs and activities. This person will make sure that all of the programs requirements are met and quarterly reports are handed in a timely matter. Jennifer Spinella is the person who helps for these programs to be successful in the schools and the community.

RISK FACTOR: Early First Use **C-SAP Strategy Collaboration**
Funding: DEDR \$ Cash Match \$ 2000 In-Kind \$ **Domain Family**

Printing/Postage -: This is for A.T.O.D. Prevention Materials that may be needed to be printed or mailed out to the community.

RISK FACTOR Early First Use **C-SAP Strategy Collaboration**
Funding: DEDR \$ Cash Match \$ 391 In-Kind \$ 0 **Domain: Family**

Mantua/Harrison Twp.

DEDR -\$17,977

Cash Match -\$ 4,494

In-Kind -\$ 13,482

Anti-Gang Program/with A.T.O.D. Component Middle School – Dion Henry will be providing an Anti-Gang Program with an emphasis on A.T.O.D. and its’ relationship between the two. This will be taught in the middle for a 5 week program. His focus will be on how violence is related to drugs and alcohol abuse and encouraging the students not to be tempted or peer pressured and learning to walk away. During Dion’s program pre and post test will be distributed. Following this program there will be an Assembly called “Half-Way There” Pre and Post test are incorporated.

RISK FACTOR: Early Ant- Behavior/Rebellious **C-SAP Strategy:** Communications
Funding: DEDR \$ 2,700 Cash Match \$ 1,000 In-kind \$ 1,000 **Domain:** School

***Dare** – This comprehensive prevention program follows a carefully structured focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stress, role models and support system. It teaches students to value self while developing strong refusal skills. This program is done in all the (2) 5th classes for 17 weeks. After completion of this program there is a follow up an A.T.O.D. Assembly called “The Power of One” that concludes everything that is taught during the 17 weeks.

RISK FACTOR: Early First Use **C-SAP Strategy:** Education **Domain:** School
Funding: DEDR \$ 2,000 Cash Match \$ In-Kind \$ 3,000 **Domain:** School

Project Prom/Graduation Clearview Regional Program – Designed to assist high school students with identifiable problems (intervention). This program offers workshops, relevant resource materials as well as experienced speakers addressing the subject of alcohol and drug abuse. The program is organized by the Substance Awareness Coordinator.

Risk Factor: Greater Influence by peers **C-SAP Strategy:** Collaboration
Funding: DEDR \$ 1,800 Cash Match \$ 1,100 In-Kind \$ 2,000 **Domain:** School

***Police Explorers** – Essentially a scouting program designed to develop a relationship between local police and adolescent residents. This program heightens awareness and appreciation for the job police do in our community as well as exposing young people to police work as a possible career path. Explorers are required to attend regular meetings and are called upon to perform certain auxiliary police duties. They also will patrol the parks in the Motorized Vehicle during games and different events.

Risk Factor: Community Norms **C-SAP Strategy:** Education
Funding: DEDR \$ 1,000 Cash Match \$ 0 In-Kind \$ 1,000 **Individual/Peer**

***Club Pride** – This is an after school club that meets weekly and focuses on drug/alcohol prevention education through skits, songs, role play and activities that promote a drug free lifestyle. Activities are coordinated through a trained facilitator and teacher advisor. Some after school trips are also done.

Risk Factor: All **C-SAP Strategy:** Early Intervention
Funding: DEDR \$ 1,800 Cash Match \$ In-Kind \$ 1,000 **Individual/Peer**

Monroe Township

DEDR- \$23,460

Cash Match -\$5,865

In-Kind- \$17,595

Dare – This comprehensive prevention program follows a carefully structured focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stress, role models and support system. It teaches students to value self while developing strong refusal skills. This program is done in all the (6) 5th classes for 17 weeks. After completion of this program there is a follow up an A.T.O.D. Assembly called “The Power of One” that concludes everything that is taught during the 17 weeks.

RISK FACTOR: Early First Use **C-SAP Strategy:** Education **Domain School**

Funding: DEDR \$ 4,800 Cash Match \$ 2,400 In-Kind \$ 2,500 **Domain: School**

Project Graduation/After Prom Party - This activity is designed to provide a drug and alcohol free environment for those attending the Project Prom/Graduation. Preparation for this activity provides is a year long process that includes many people planning this process for a successful night. There are many fund raisers that are take place and donations given from town businesses to help cut costs. This all night event is taken very seriously once the students are in the place they are not let out unless picked up by a parent. This event takes place twice a year once for the Prom/Project Graduation this time allows students and faculty peer interaction in the pursuit of concrete and entertaining ways to enhance alcohol and drug prevention.

RISK FACTOR: Favorable Attitudes **C-SAP Strategy:** Alternative

Funding DEDR \$ 2,000 Cash Match \$ 500 In-Kind \$ 1,345 **Domain: School**

Senior Awareness – Local pharmacists and/or physicians will meet with and review medications and side/after effects with Senior at the Senior Lunch Program and other selected Senior Citizen activities. A major focus of this program will be the interaction of alcohol with seniors prescribed medications as well as the interactions of various medications with each other.

Risk Factor: Isolation/Loss **C-SAP Strategy:** Education

Funding: DEDR \$ 1,710 Cash Match \$ 165 In-Kind \$ 1,000 **Domain: Individual/Peer**

National Night Out – National Night Out takes a lot of preparation and many volunteers are there to make sure that this event is well received by the community. After the night is over they are preparing for the next year. An on-going, year long collaboration with Police and Fire Department, and the Alliance culminates together at a rally at the end. While the emphasis is on crime, ATOD awareness and community-shared prevention goals are also spotlighted. The Community at large is made aware of the activities of the Alliance and develops an understanding of the relationship of ATOD issues and crime. **Domain: Community**

RISK FACTOR: Low neighborhood attachment **C-SAP Strategy:** Collaboration

Funding: DEDR \$ 2,350 Cash Match \$800 In-Kind \$ 1,500 **Domain: Comm.**

Community Gathering – Provides an opportunity for heightened community awareness of alcohol and drug abuse prevention. A variety of drug awareness and health related information is made available to general public through the distribution of flyers, brochures, handouts and special activities.

Risk Factor: Social Depravation

C-SAP Strategy: Communication

Funding: DEDR \$1,900 Cash Match \$ 200 In-Kind \$ 2,500 **Domain: Comm.**

Monroe Continued

Anti-Gang Program/with A.T.O.D. Component High School –High School Anti-Gang Program with an emphasis on A.T.O.D. and its’ relationship between the two. Monroe High School program focus will be on how violence is related to drugs and alcohol abuse and encouraging the students not to be tempted or peer pressured and learning to walk away. Weeks after program there will be an Assembly called “Half-Way There” Pre and Post test are incorporated.

RISK FACTOR: Early Ant- Behavior/Rebellious **C-SAP Strategy:** Communications
Funding: DEDR \$ 5,800 Cash Match \$500 In-Kind \$ 1,000 **Domain: School**

Community Halloween Night - On October 31st the Community of Monroe Twp. gathers at the Williamstown High School auditorium where they can bring their children and safely trick or treat. Monroe Alliance and businesses contribute candy etc. Trick or Treaters will be able to participate in Halloween activities in a safe haven. This is an alternative activity in an atmosphere free of the danger of ATOD.

Risk Factor: Early First Use **C-SAP Strategy:** Collaboration
Funding: DEDR \$ 600 Cash Match \$ 200 In-Kind \$ 2,500 **Domain: Family**

Alliance Secretary – All secretarial support for the successful implantation of the Monroe Municipal Alliance programs for the mission of drug /alcohol prevention.

Risk Factor: Lack of Community involvement **C-SAP Strategy** Collaboration
Funding: DEDR \$ 600 Cash Match \$ In-Kind \$ 2,250 **Domain: Comm.**

Red Ribbon Week - This is where the whole school population is targeted from k-12th grade showing intolerance of drugs in our schools by the wearing of a Red Ribbon which is part of a National Proclaimed program by Congress. The schools who participate in wearing of the Red Ribbon carry the message that it’s ok to say “**NO TO A.T.O.D.**” Also, during the week different prevention activities are planned.

Risk Factor – Early Anti-Social Behavior **C-SAP Strategy**– Collaboration
Funding - DEDR \$ 1,500 Cash Match \$ 100 In- Kind \$1,000 **Domain: School**

Promotional Items – These Monies will be used for items that weren’t able to be purchased for a particular program at the time because they might not have had enough money or to buy some extra supplies to have around for Community Events as give a-ways.

Risk Factor – Lack of Clear Expectations **C-SAP Strategy** – Collaboration
Funding – DEDR 0 Cash Match \$ 200 In-Kind \$1,000 **Domain: Comm.**

Anti-Bullying Program -This is a program that has derived from the Olweus program which is a new Bullying Program that was introduced to us about a year ago. Monroe Middle school is putting this program into all of the class rooms and using it as part of their curriculum. This program will teach the students the dangers of bullying and what is considered a part of bullying because some are not aware of the dangers and harm that is causes others. Allowing this program in the school will help the awareness of bulling and the prevention of A.T.O.D. for many who have been bullied have low self esteem which leads to other issues.

Risk Factor: Early First Use **C-SAP** – Education
Funding: DEDR \$2,200 Cash Match\$800 In-Kind \$ 1,000 **Domain: School**

National Park Borough

DEDR- \$ 8,608

Cash Match- \$ 2,151

In-Kind -\$ 6,456

Dare – This comprehensive prevention program follows a carefully structured focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stress, role models and support system. It teaches students to value self while developing strong refusal skills. This program is done in all the (5) 5th classes for 10 weeks. After completion of this program there is a follow up an A.T.O.D. Assembly called “The Power of One” that concludes everything that is taught during the 17 weeks.

RISK FACTOR: Alienation & Rebelliousness **C-SAP Strategy:** Education
Funding: DEDR \$ 1,000 Cash Match \$ 250 In-Kind \$ **Domain: School**

Project Graduation – This activity spans the entire school year focuses on the Senior Class and educating against drinking and driving. Using Senior Assemblies and class meetings anti-drinking and driving educations is promoted through the use of lectures, presentations, group discussions, promotional items and videos over the school channel.

Risk Factor: Lack of Monitoring **C-SAP Strategy:** Alternatives
Funding: DEDR \$750 Cash Match \$ 250 In-Kind \$ 1,000 **Domain: Individual/Peer**

America’s Pride Program – This is a peer prevention program geared for use in the secondary school (9-12) by a facilitator to discuss and address drug and alcohol issues form prevention perspective with students. The group meets regularly to work on prevention intervention and self esteem issues. The group develops and practices production numbers and skits to be presented to students and community groups to reinforce the anti-drug message.

Risk Factor: Lack of Involvement/Lack of Monitoring **C-SAP Strategy:** Education
Funding: DEDR \$500 Cash Match \$ In-Kind \$ 1,000 **Domain: Individual/Peer**

Anti –Gang Program/with A.T.O.D. Component Middle School – Dion Henry will be providing an Anti-Gang Program with an emphasis on A.T.O.D. and its’ relationship between the too. This will be taught in the middle for a 5 week program. His focus will be on how violence is related to drugs and alcohol abuse and encouraging the students not to be tempted or peer pressured and learning to walk away. During Dion’s program pre and post test will be distributed. Following this program there will be an Assembly called “Half-Way There” Pre and Post test are incorporated.

RISK FACTOR: Social Depravation
Risk Factor: Early First use **C-SAP Strategy:** Education
Funding: DEDR \$1,850 Cash Match \$ 500 In-Kind \$1,500 **Domain: School**

Senior Awareness Program – Small workshops to ask questions about medication and practical sensible advice regarding alcohol/drug use and abuse. Speakers experienced in chemical dependency address seniors on dangers of prescription medication/ Alcohol abuse. Speakers encourage participation interaction in local clubs and volunteerism.

Risk Factor: Isolation/Loss **C-SAP Strategy:** Education
Funding: DEDR \$ 1,025 Cash Match \$184 In-Kind \$1,500 **Domain: Individual/Peer**

Newfield Borough

DEDR- \$ 8,104

Cash Match -\$ 2,026

In-Kind- \$ 6,078

Dare – This comprehensive prevention program follows a carefully structured focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stress, role models and support system. It teaches students to value self while developing strong refusal skills. This program is done in all the (5) 5th classes for 10 weeks. After completion of this program there is a follow up an A.T.O.D. Assembly called “The Power of One” that concludes everything that is taught during the 17 weeks.

Risk Factor: Early First Use/Anti Social Behavior

C-SAP Strategy Education

Funding: DEDR \$2026

Cash Match \$

In-Kind \$ 1500 **Domain: School**

Anti –Gang Program/with A.T.O.D. Component Middle School – Dion Henry will be providing an Anti-Gang Program with an emphasis on A.T.O.D. and its’ relationship between the two. This will be taught in the middle for a 5 week program. His focus will be on how violence is related to drugs and alcohol abuse and encouraging the students not to be tempted or peer pressured and learning to walk away. During Dion’s program pre and post test will be distributed. Following this program there will be an Assembly called “Half-Way There” Pre and Post test are incorporated.

Risk Factor: Early First Use

C-SAP Strategy: Education

Funding: DEDR \$ 880

Cash Match \$ 626

In-Kind \$ **Domain: School**

Senior Awareness – Local pharmacist and or physician will meet and review medications and side effects with seniors at the Senior Lunch Program. Other selected senior activities will also be presented. A major focus of this program will be the interaction of alcohol with seniors prescribed medication as well as the interaction of various medications with each other.

Risk Factor: Isolation/Loss

C-SAP Strategy: Education

Funding: DEDR \$ 1,520

Cash Match \$ 400

In-Kind \$ **Domain: Individual/Peer**

National Night Out – This is an on-going, year long collaboration with the police and Fire Department, “Officer McGruff” and the Alliance that culminates with a rally at community locations. While the emphasis is on crime, ATOD awareness and community-shared prevention goals are also spotlighted. The community at large is made aware of the activities of the Alliance and develop an understanding of the relationship of ATOD issues and crime.

Risk Factor: Low Neighborhood attachment

C-SAP Strategy: Collaboration.

Funding: DEDR \$ 1,000

Cash Match \$ 400

In-Kind \$ 2078 **Domain: Comm.**

Project Graduation – This activity spans the entire school year focuses in the Senior Class and educating against drinking and driving. Using Senior Assemblies and class meetings anti-drinking and driving education is promoted through the use of lectures, presentations, group discussions, promotional items and videos over the school channel. Primarily community venture Project Graduation is headed by the Parent Advocate Committee and supported by the Municipal Alliance and the Teachers Education Association. Believing that graduation activities put young people at greater risks that after prom activities great emphasis is placed on “the whole village” concept to reduce the risk of drunk driving. All food is donated and transportation is provided to and from the dance at no charge.

Risk Factor: Anti Social Behavior/Rebelliousness

C-SAP: Alternative

Funding: DEDR \$ 503

Cash Match \$ 300

In-Kind \$ 1000 **Domain: Individual/Peer**

Newfield Continued

Newfield Day – Provides an opportunity for heightened community awareness of alcohol and drug abuse prevention. A variety of drug awareness and health related information which is made available to the general public through the distribution of flyers, brochures, handouts, and special activities. This will be a community awareness which is located at the elementary school.

RISK FACTOR: Social Deprivation

C-SAP Strategy: Communication

Funding: DEDR \$1,175 Cash Match \$

In-Kind \$ 1500 **Domain: Comm**

Red Ribbon Week – Target population K-6 graders showing intolerance of drugs in our schools by the wearing of a Red Ribbon which is a part of national Program proclaiming by Congress. The schools who participate in wearing a Red Ribbon saying that is ok to say “NO” TO ATOD”.

Risk Factor: Early First Use

C-SAP - Education

Funding: DEDR \$ 300 Cash Match \$300 In-Kind \$

Domain: School

Elks Peerleadership - An A.T.O.D. Program that allows teenagers to face many challenges and decisions as their on there way to adult hood. The School Based Youth Services program is coordinated withal school districts to provide this service. We want to encourage and enhance education, improve coping skills, and provide positive life experiences. This program will help them become responsible, self-sufficient, and provide life skills including learning how to say no to A.T.O.D. This gives them freedom learning to say no because they don't have to worry about being pressured into anything that that don't want to.

Risk Factor: Early Anti Social Behavior

C-SAP Prevention Education

Funding: DEDR \$ 700 Cash Match \$

In-Kind \$ **Domain: School**

Paulsboro Borough

DEDR- \$ 10,854

Cash Match- \$ 2,713

In-Kind -\$ 8,140

***Project Graduation/Prom** – Parents, Municipal Alliance Committee Members come together to develop a program and events that will foster anti-alcohol/drug use and the Prom Committee activities in a safe supportive environment. Young adults are afforded the opportunity to enjoy life without the pressure of expectant adult “partying”.

Risk Factor: Favorable Attitudes

C-SAP Strategy: Alternatives

Funding: DEDR \$1,000 Cash Match \$ 500 In-Kind \$ **Domain: School**

***DARE** – A national, standardized curriculum for ATOD resistance education, with strictly structured lesson plans taught in the classroom during the school day. A DARE certified police instructs students in ATOD alternatives to violence among other topics. The program runs in 17 week cycles with an anticipated 1,000 students to be impacted during the school year.

Risk Factor: Early Anti-Social Behavior

C-SAP Strategy: Education

Funding: DEDR 715 Cash Match \$500 In-Kind \$ **Domain: School**

Community Events – This is an on-going, year long collaboration with the police and Fire Department, “Officer McGruff” and the Alliance that culminates with a rally at a local community location. While the emphasis is on crime, ATOD awareness and community-shared prevention goals are also spotlighted. The community at large is made aware of the activities of the Alliance and develop an understanding of the relationship of ATOD issues and crime.

Risk Factor: Low Neighborhood Attachment

C-SAP Strategy: Collaboration

Funding: DEDR \$ 500 Cash Match \$1,000 In-Kind \$ 1,640 **Domain: Comm.**

***Senior Awareness** –Local pharmacist and or physician will meet and review medications and side effects with seniors at the Senior Lunch Program. Other selected senior activities will also be presented. A major focus of this program will be the interaction of alcohol with seniors prescribed medication as well as the interaction of various medications with each other.

Risk Factor: Loss/Isolation of Seniors

C-SAP Strategy: Education

Funding: DEDR \$ 500 Cash Match \$ 0 In-Kind \$ **Domain: Individual/Peer**

Anti-Gang Program/with A.T.O.D. Component Middle School – Dion Henry will be providing an Anti-Gang Program with an emphasis on A.T.O.D. and its’ relationship between the two. This will be taught in the middle for a 5 week program. His focus will be on how violence is related to drugs and alcohol abuse and encouraging the students not to be tempted or peer pressured and learning to walk away. During Dion’s program pre and post test will be distributed. Following this program there will be an Assembly called “Half-Way There” Pre and Post test are incorporated.

Risk Factor: Early First Use

C-SAP Strategy: Education

Funding: DEDR \$ 2,713 Cash Match \$238 In-Kind \$ **Domain: School**

***Boys and Girls Club** – This program will provide structured recreational activities to include arts and crafts, athletics and discussion groups for students 5012, promoting ATOD free living. Story groups will relate prevention Education to the youngsters while current events and discussion groups regarding how current events impact our lives will engage the older youth.

Risk Factor: Early First Use

C-SAP Strategy: Alternatives

Funding: DEDR \$ 2,713 Cash Match \$ 238 In-Kind \$ 3,500 **Domain: Family**

Paulsboro Continued

Summer Camp - Summer camp will be in collaboration with the Boys and Girls Club. The children will all meet in the morning at the Boys and Girls and will spend quality time reading and after that they will do some arts and crafts. The children will be provided a snack. After snack time one of the community police officer will come over for about ½ and talk to the kids about A.T.O.D. prevention. Once the police officer leaves the children will walk to the park and have lunch there and play for a little. The children will be brought back to the to be picked up at 2:00. The program will last for 8 weeks of the summer.

Risk Factor: Early First Use

C-SAP Strategy: Alternative

Funding: DEDR \$ 2,713

Cash Match \$238

In-Kind \$3,000 **Domain:** School

Pitman Borough

DEDR- \$ 11,893

Cash Match -\$ 2,973

In-Kind -\$ 8,912

DARE -This comprehensive prevention program follows a carefully structured focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stress, role models and support system. It teaches students to value self while developing strong refusal skills. This program is done in all the (3) 5th classes for 10 weeks. After completion of this program there is a follow up an A.T.O.D. Assembly called "The Power of One" that concludes everything that is taught during the 17 weeks.

Risk Factor: Early First Use

C-SAP Strategy: Education

Funding: DEDR \$1,000 Cash Match \$ 2,973 In-Kind \$ 3,000 **Domain: School**

Community Events – The Pitman Municipal Alliance will co-sponsor activities (artistic and athletic events) with local schools and community groups with a goal of strengthening community activities and an awareness of A.T.O.D. prevention materials being displayed in the town and encouraging better implementation of the downtown business district.

Risk Factor: Early First Use

C-SAP Strategy: Collaboration

Funding: DEDR \$ 2,500 Cash Match \$ 0 In-Kind \$ **Domain: Comm**

A.T.O.D. Publicity – Increase public awareness including ads placed in newspapers for program activities which are healthy alternatives to ATOD activities. Also, increase community involvement and membership which will aid the alliance in its ultimate goal of drug and alcohol prevention.

Risk Factor: Early First Use

C-SAP Strategy: Communication

Funding DEDR \$ 500 Cash Match \$0 In-Kind \$ 0 **Domain: Comm.**

***Senior Awareness** –Local pharmacist and or physician will meet and review medications and side effects with seniors at the Senior Lunch Program. Other selected senior activities will also be presented. A major focus of this program will be the interaction of alcohol with seniors prescribed medication as well as the interaction of various medications with each other.

Risk Factor: Loss/Isolation of Seniors

C-SAP Strategy: Education

Funding: DEDR \$ 2,500 Cash Match \$ 0 In-Kind \$ 2,000 **Domain: Individual/Peer**

Movie Night/ Mischief Night – Junior High School, 12-13 year olds will be given free movie tickets for Friday, October 30th commonly known as "Mischief Night"

Risk Factor: Early Anti- Social Behavior

C-SAP Strategy: Alternative

Funding: DEDR \$693 Cash Match \$ 0 In-kind \$ 0 **Domain: Comm**

A.T.O.D. Community Policing Event – This is a day full of many events and the opportunity for community members to get to know there neighbors. People may live next to someone and never really know them. These events will hopefully help for one another to socialize. When people do know there neighbors they tend to watch out for them and their other family members.

Risk Factor:

C-SAP Strategy: Education

Funding DEDR \$1,500 Cash Match \$0 In-Kind 2,500 **Domain: Individual/Peer**

South Harrison

DEDR- \$7,784

Cash Match -\$1,946

In-Kind -\$5,838

*** Elks and Youth Peer leadership Program:** Discover Create, Inspire this is the theme for the students to understand when the conference is completed. The prevention of A.T.O.D. is one component that will be the overall theme of "Wellness America". This year three goals are to Discover their true potential, Create a clear set of goals for themselves that include a drug free life style and Inspire our youth to be the best leaders they can be and return to their community stronger and healthier.

Risk Factor: Anti-Social Behavior

C-SAP Strategy: Education

Funding: DEDR \$1,946 Cash Match \$ 223 In-Kind \$ 1,000 **Domain: Individual/Peer**

After School Art Workshop – An alternative program where artists in various media concentrate on the development of self confidence and interpersonal relationships while sharing with the participants their ability of self-expression. Each workshop will specifically target ATOD prevention while emphasizing resistance skills.

Risk Factor: Early First Use

C-SAP Strategy: Education

Funding: DEDR \$ 900 Cash Match \$ 304 In-Kind \$ 1,000 **Domain: Family**

***DARE** – This comprehensive prevention program follows a carefully structured curriculum focusing on topics such as personal safety, drug use and misuse, consequences of behavior resisting peer pressure, managing stresses, role models and support systems.

Risk Factor: Early First Use

C-SAP Strategy: Education

Funding: DEDR \$ 1000 Cash Match \$ 350 In-Kind \$ 300 **Domain: School**

South Harrison Community Outreach – This activity is designed to inform the general community of the goals, activities and programs of the S.H.M.A. through handouts at the community and school event, and a display for community functions. New member recruiting is also a goal of Outreach.

Risk Factor: Multiple Risk Factors

C-SAP Strategy: Communication

Funding: DEDR \$1217 Cash Match \$ 88 In-Kind \$ 215 **Domain: School**

Alliance Olympics – This K-6 school wide Olympic teamed activity caps off the 9 month elementary physical education curriculum. This day long event, held in June, is designed to challenge the student body while reinforcing the anti-ATOD message through Olympic-styled events such as the softball (Throw drugs out of your life)

Risk Factor: Early First Use

C-SAP Strategy: Alternatives

Funding: DEDR \$ 1,946 Cash Match \$ 280 In-Kind \$ 0 **Domain: Individual/Peer**

Coordinator – Training of alliance volunteers in alcohol/drug prevention, abuse, research cause and effect, etc. So that they are equipped to develop and implement substance prevention program as well as evaluate those programs being marketed for this purpose. Training will provide opportunities for committee members to improve their knowledge while interacting with others having like interest. Members will be better prepared to provide quality programs that meet community needs.

Risk Factor: Multiple Risk Factors

C-SAP Strategy: Education

Funding: DEDR \$ 375 Cash Match \$ 60I In-Kind \$ 1,000 **Domain: Individual/Peer**

South Harrison Continued

Summer Enrichment – ATOD free themes of problem solving, goal direction and communication skills activities in the arts, music and science provide an opportunity for participants to focus on appreciation of their talents, as well as, contributing members of their team.

Risk Factor: Early First Use

C-SAP Strategy: Alternatives

Funding: DEDR \$ 400 Cash Match \$ 100

In-Kind \$ 500 **Domain: Individual/Peer**

Gloucester County Municipal Alliance Plan 2013
Swedesboro/Woolwich

DEDR- \$ 12,238

Cash Match- \$ 3,059

In-Kind -\$ 9,178

Anti –Gang Program/with A.T.O.D. Component Middle School – Dion Henry will be providing an Anti-Gang Program with an emphasis on A.T.O.D. and its' relationship between the two. This will be taught in the middle for a 5 week program. His focus will be on how violence is related to drugs and alcohol abuse and encouraging the students not to be tempted or peer pressured and learning to walk away. During Dion's program pre and post test will be distributed. Following this program there will be an Assembly called "Half-Way There" Pre and Post test are incorporated.

Risk Factor: Early First Use

C-SAP Strategy: Education

Funding: DEDR \$2,500 Cash Match \$500

In-Kind **Domain: School**

Dare – This comprehensive prevention program follows a carefully structured focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stress, role models and support system. It teaches students to value self while developing strong refusal skills. This program is done in all the (3) 6th classes for 10 weeks. After completion of this program there is a follow up an A.T.O.D. Assembly called "The Power of One" that concludes everything that is taught during the 17 weeks.

Risk Factor: Early First Use

C-SAP Strategy: Education

Funding: DEDR \$ 1,500 Cash Match \$ 0

In-Kind \$ 2,000 **Domain: School**

Drama Club – After school Drama Club will be established involving students ages 10-17. Students will function under the guidance of a theatre director and activities will be coordinated by Kingsway High School drama students. Both elementary and High School Students will be involved in creating, writing, producing and directing an anti-drug and alcohol theatre presentation which will be presented to the general community.

Risk Factor: Early First Use

C-SAP Strategy: Alternative

Funding: DEDR \$ 1,000 Cash Match \$ 0

In-Kind \$ 2,000 **Domain: School**

Senior Awareness –Local pharmacist and or physician will meet and review medications and side effects with seniors at the Senior Lunch Program. Other selected senior activities will also be presented. A major focus of this program will be the interaction of alcohol with seniors prescribed medication as well as the interaction of various medications with each other.

Risk Factor: Loss/Isolation of Seniors

C-SAP Strategy: Education

Funding: DEDR \$ 1,000 Cash Match \$ 300

In-Kind \$ 00 **Domain: Individual/Peer**

Publicity /Coordination– Increase public awareness including ads placed in newspapers for program activities which are healthy alternatives to ATOD activities. Also, increase community involvement and membership which will aid the alliance in its ultimate goal of drug and alcohol prevention.

Risk Factor: Early First Use

C-SAP Strategy: Communication

Funding: DEDR \$ 388 Cash Match \$

In-Kind \$ 00 **Domain: Comm**

Gloucester County Municipal Alliance Plan 2013
Swedesboro/Woolwich Continued

National Night Out /Community Events – In conjunction with proposed plans to start up Town Watch groups, with a target of a joint participation in National Night out, the alliance will be assisting in setting up and funding programs and displays of all alliance sponsored programs at various locations throughout the township. These will include information centers, demonstrations and activities promoting drug free and violence free lifestyles. This may be altered/expanded into a First Night celebration.

Risk Factor: Low Neighborhood Attachment

C-SAP Strategy: Collaboration

Funding: DEDR \$ 3,000 Cash Match \$0

In-Kind \$ 2,000 **Domain: Comm.**

Elk/ Peerleadership /SBYS –is a program that runs during the schools year. This allows students at high risk to be involved with an after school program rather just going home after school with nothing to do. During this time the students talk everyday about issues that they may be having at home or what ever. This gives them self-esteem, confidence, and how to deal with peer pressure in their daily lives. When a child has all these qualities it gives them the strength they need to say “NO” to A.T.O.D. Also, for a week in the summer they are taken from there environment to learn that you can have fun without being under the influence. Being a role model is a goal of this program for all that are able to attend. These students come to my County Wide meetings and will share their experiences with my Alliance Chairpersons.

Risk Factor: Early Anti-Social Behavior

C-SAP: Prevention Education

Funding: DEDR 1,050 Cash Match \$ 0

In-Kind \$ 178 **Domain: School**

Summer Program High School Students - This is a School program that will be run by Local police Officers from Swedesboro/Woolwich. This program will be run out of the school so they are able to have some facilities to use during these summer months. The officers will be educated these students during the summer on the dangers of A.T.O.D. and that you can have fun with out alcohol in your system. The materials that will be used are videos, speakers and materials that will be given for the students to keep up on what they were taught. Also this program keeps them off the streets.

Risk Factor: Early Anti-Social Behavior

C-SAP: Prevention Education

Funding: DEDR 1800 Cash Match \$259

In-Kind \$ 0 **Domain: Family**

Municipal Alliance Coordinator – Responsible for general monitoring and coordination of alliance programs for alcohol and drug prevention, completion of quarterly expenditures and other required reports.

Risk Factor: Community Norms

C-SAP Strategy Collaboration

Funding: DEDR \$ 0 Cash Match \$ 2,000

In-Kind \$ 3,000 **Domain: Family**

Washington Township

DEDR: - \$ 31,880 Cash Match- \$ 7,970 In-Kind- \$ 23,910

Parenting Skills Workshop – Specifically designed for the parenting of teens. This program will teach ways to encourage responsibility, cooperation, democratic values, and education on drug and alcohol abuse, family violence and single parenting.

Risk Factor: Family Management Problems **C-SAP Strategy:** Communication

Funding: DEDR \$1500 Cash Match \$ 0 In-Kind \$ 0 **Domain: Family**

After School Groups: Chestnut Ridge, Bunker Hill, and Orchard Valley Middle Schools –

(Each of the 3 individual middle schools will be implementing this program.) An after school activity providing supportive network for adolescents of middle school age. The students, through discussion, role play and other activities, will explore areas such as coping and decision making skills, conflict resolution and stress and anger management with the ultimate goal of preventing the onset of substance abuse. Trained facilitators /professionals will assist in changing attitudes toward ATOD use in a relaxed, informal and positive atmosphere.

Risk Factor: Early First Us **C-SAP Strategy** Alternative

Funding: DEDR \$ 7,100 Cash Match \$ In-Kind \$ 3,000 **Domain: School**

Anti-Gang Program/with A.T.O.D. Component Middle School – Dion Henry will be providing an Anti-Gang Program with an emphasis on A.T.O.D. and its' relationship between the two. This will be taught in the middle for a 5 week program. His focus will be on how violence is related to drugs and alcohol abuse and encouraging the students not to be tempted or peer pressured and learning to walk away. During Dion's program pre and post test will be distributed. Following this program there will be an Assembly called "Half-Way There" Pre and Post test are incorporated.

Risk Factor: Early First Use **C-SAP Strategy:** Education

Funding: DEDR \$ 4,500 Cash Match \$ 0 In-Kind \$ 2,000 **Domain: School**

***Parent to Parent** – A parent support group that talk on topics such as: enabling, signs and symptoms to those with children suspected of using, in rehabilitation/recovery and especially for those parents who have lost a child to substance abuse. Parents are trying to address issues such as more funding for prevention and treatment resources for adolescents in South Jersey.

Risk Factor: Family Management Problems **C-SAP Strategy:** Communication

Funding: DEDR \$ 1,020 Cash Match \$ 0 In-Kind \$ 2,000 **Domain: Family**

***DARE Program/START** – This comprehensive Law Enforcement prevention program follows a carefully structured curriculum focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stresses, role model and support systems. It teaches students to value self. While forging a clear bond with the local police and enhancing respect for those in authority.

Risk Factor: Early First Use **C-SAP Strategy:** Education

Funding: DEDR \$ 1,5,00 Cash Match \$ In-Kind \$ 3,000 **Domain: School**

Our Town: Super Saturday – Local schools, youth, organizations, police, clergy and businesses participate in drug/alcohol prevention activities during "Our Town" month. Super Saturday culminates "Our Town" activities with recognition of school contest

Risk Factor: Favorable Attitude toward ATOD **C-SAP Strategy:** Collaboration

Funding: DEDR \$ 0 Cash Match \$4600 In-kind \$ 2,000 **Domain: Comm**

Gloucester County Municipal Alliance Plan 2013
Wenonah Borough

DEDR \$ 8,011

Cash Match \$ 2,002

In-Kind \$ 6,008

Elks and Youth Peer leadership Program: Discover Create, Inspire this is the theme for the students to understand when the conference is completed. The prevention of A.T.O.D. is one component that will be the overall theme of "Wellness America". This year three goals are to Discover their true potential, Create a clear set of goals for themselves that include a drug free life style and Inspire our youth to be the best leaders they can be and return to their community stronger and healthier.

Risk Factor: Anti-Social Behavior

C-SAP Strategy: Education

Funding: DEDR \$ 2,000 Cash Match \$ 92 In-Kind \$ **Domain: Individual/Peer**

Dare – This comprehensive prevention program follows a carefully structured focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stress, role models and support system. It teaches students to value self while developing strong refusal skills. This program is done in all the (3) 6th classes for 10 weeks. After completion of this program there is a follow up an A.T.O.D. Assembly called "The Power of One" that concludes everything that is taught during the 17 weeks

Risk Factor: Early First Use

C-SAP Strategy: Education.

Funding: DEDR \$ 2,000 Cash Match \$ 600 In-Kind \$ 2,000 **Domain: School**

***Senior Citizen Awareness** – Small workshops to ask questions about medication and practical sensible advice regarding alcohol and drug medication at no cost. Speakers experienced in chemical dependency address seniors on dangers of prescription medication abuse. Speakers encourage participation interaction in local clubs and volunteerism.

Risk Factor: Isolation/Loss

C-SAP Strategy: Education

Funding: DEDR \$ 1,311 Cash Match \$ 300 In-Kind \$ **Domain: Individual/Peer**

***ATOD Assembly** – This is a multi-dimensional program consisting of two or more presentations with a special emphasis on the consequences of drug/alcohol use/abuse. Handouts will be distributed.

Risk Factor: Early First Use

C-SAP Strategy: Education

Funding: DEDR \$ 700 Cash Match \$260 In-Kind \$ 0 **Domain: School**

***Club Pride** – This is an after school program that meets weekly and focuses on the A.T.O.D. prevention education through skits, songs, role play and other activities that promotes a drug free life style.

Risk Factor: Anti-Social Behavior

C-SAP Strategy: Education

Funding: DEDR \$ 500 Cash Match \$ 0 In-Kind \$ **Domain: Individual/Peer**

Wenonah Borough Continued

National Night Out /Community Events – In conjunction with proposed plans to start up Town Watch groups, with a target of a joint participation in National Night out, the alliance will be assisting in setting up and funding programs and displays of all alliance sponsored programs at various locations throughout the township. These will include information centers, demonstrations and activities promoting drug free and violence free lifestyles. This may be altered/expanded into a First Night celebration.

Risk Factor: Low Neighborhood Attachment

C-SAP Strategy: Collaboration

Funding: DEDR \$ 1,000 Cash Match \$250 In-Kind \$ 0 **Domain: Comm**

Red Ribbon Week – Target population, K-12th graders – showing intolerance of drugs in our schools by the wearing of a red ribbon which is part of a National Program proclaimed by Congress. The schools who participate in wearing of the red ribbon carry the message that it is okay to say “NO TO ATOD. A week long preparation of A.T.O.D. prevention is displayed in all the schools.

Risk Factor: Early First Use

C-Sap Strategy: Alternative

Funding: DEDR \$500 Cash Match \$ 0 In-Kind \$ 1,000 **Domain: School**

Municipal Alliance Coordinator – Responsible for general monitoring and coordination of alliance programs for alcohol and drug prevention, completion of quarterly expenditures and other required reports.

Risk Factor: Community Norms

C-SAP Strategy Collaboration

Funding: DEDR \$ Cash Match \$500 In-Kind \$ 2,000 **Domain: Family**

West Deptford Township

DEDR: \$ 17,920

Cash Match \$ 4,480

In-Kind \$ 13,440

***DARE** — This comprehensive prevention program follows a carefully structured focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stress, role models and support system. It teaches students to value self while developing strong refusal skills. This program is done in all the (5) 5th classes for 10 weeks. After completion of this program there is a follow up an A.T.O.D. Assembly called “The Power of One” that concludes everything that is taught during the 17 weeks.

Risk Factor: Favorable Attitudes to ATOD

C-SAP Strategy: Education.

Funding: DEDR \$ 2,000 Cash Match \$ 2,000

In-Kind \$ 2,500 **Domain: School**

Project Graduation/After Prom Party - This activity is designed to provide a drug and alcohol free environment for those attending the Project Prom/Graduation. Preparation for this activity provides is a year long process that includes many people planning this process for a successful night. There are many fund raisers that are take place and donations given from town businesses to help cut costs. This all night event is taken very seriously once the students are in the place they are not let out unless picked up by a parent. This event takes place twice a year once for the Prom/Project Graduation this time allows students and faculty peer interaction in the pursuit of concrete and entertaining ways to enhance alcohol and drug prevention.

Risk Factor: Anti Social Behavior/Rebellious

C-SAP Strategy: Alternatives

Funding: DEDR \$ 1,700 Cash Match \$

In-kind \$ 2,500 **Domain: School**

***Elks and Youth Peer leadership Program:** Discover Create, Inspire this is the theme for the students to understand when the conference is completed. The prevention of A.T.O.D. is one component that will be the overall theme of “Wellness America”. This year three goals are to Discover their true potential, Create a clear set of goals for themselves that include a drug free life style and Inspire our youth to be the best leaders they can be and return to their community stronger and healthier.

Risk Factor: Anti-Social Behavior

C-SAP Strategy: Education

Funding: DEDR \$ 2,500 Cash match \$ 0

In-Kind \$

Domain: Individual/Peer

Anti –Gang Program/with A.T.O.D. Component Middle School – Dion Henry will be providing an Anti-Gang Program with an emphasis on A.T.O.D. and its’ relationship between the too. This will be taught in the middle for a 5 week program. His focus will be on how violence is related to drugs and alcohol abuse and encouraging the students not to be tempted or peer pressured and learning to walk away. During Dion’s program pre and post test will be distributed. Following this program there will be an Assembly called “Half-Way There” Pre and Post test are incorporated.

Risk Factor: Anti-Social Behavior/Rebellious

C-SAP Strategy: Education

Funding: DEDR \$ 3,000 Cash Match \$ 0 In-Kind \$

Domain: School

Municipal Alliance Program Coordinator – Responsible for general monitoring and coordination of alliance programs for Alcohol and Drug Abuse prevention completion of quarterly expenditures and other required reports.

Risk Factor: Community Norms

C-SAP Strategy: Collaboration

Funding: DEDR \$ 0 Cash Match \$ 2,000 In-Kind \$ 3,000

Domain: Individual/Peer

Gloucester County Municipal Alliance Plan 2013
West Deptford Continued

***Seniors Program** – A Multi-phased program aimed at older adults in the community will be working with crime prevention unit. Medicine checks to be held during meeting and at luncheon with emphasis on different types and dosages, presentation on senior's importance in drug abuse prevention with their grandchildren, importance of being the eye and ears of a community at work and how they can take an active role in a healthy community. Part of the program will cover grandparents role in prevention sub community; part of the program will cover grandparents' role in prevention substance abuse. Information is giving warning of the danger of mixing alcohol and medication.

Risk Factor: Isolation/Loss
Funding: DEDR \$ 1,500 Cash Match \$ 0 In-Kind \$ **C-SAP Strategy:** Collaboration
Domain: Individual/Peer

***Red Ribbon Week** – Program developed to promote a drug-free lifestyle promotion progress during October to a one week period where all students, faculty and staff wear ribbons proclaiming pride in the community and school and a drug free attitude. Police officers also hold sessions with small groups for open discussion on how drugs lead to violence, vandalism, theft and arrests and how experimentation can lead to a messed up life based on their experiences in law enforcement.

Risk Factor: Favorable Attitudes to ATOD
Funding: DEDR \$ 1,475 Cash Match \$ 0 In-Kind \$ **C-SAP Strategy:** Communication
Domain: School

West Deptford Mischief Night Event – This is an event that will take the children off the streets for this one night. At this time mischief night has always been a time for adolescents to get in to trouble. Here is an opportunity for the children to be in a safe place so they are not tempted with A.T.O.D. activity. instead

Risk Factor: Favorable Attitudes Toward Drugs
Funding: DEDR \$ 1,245 Cash Match \$ 0 In-Kind \$ **C-SAP Strategy:** Alternative
Domain: School

***National Night Out /Community Events** – In conjunction with proposed plans to start up Town Watch groups, with a target of a joint participation in National Night out, the alliance will be assisting in setting up and funding programs and displays of all alliance sponsored programs at various locations throughout the township. These will include information centers, demonstrations and activities promoting drug free and violence free lifestyles. This may be altered/expanded into a First Night celebration.

Risk Factor: Low Neighborhood Attachment
Funding: DEDR \$ 3,000 Cash Match \$ 0 In-Kind \$ 3,340 **C-SAP Strategy:** Collaboration
Domain: Comm

Anti Gang Neighborhood Watch – The neighborhood watch is something that is very well needed because of all of the activity that has been taken place in different parts of the town. These meetings will take place every other month. A police officer will attend these meetings all will give an up date of tings that are happening and alsó things that they should watch for in the area. This program has been in effect for the last 6 months.

Risk Factor: Low Neighborhood Attachment
Funding: DEDR \$ 1,000 Cash Match \$ 0 In-Kind \$ **C-SAP Strategy:** Alternative
Domain: Community

Gloucester County Municipal Alliance Plan 2013
West Deptford Continued

PAL Program - PAL - After School/Summer Program is participating encourages pre-teen to have confidence and disciplines. It also help build relationships with peers. The class will meet 3 times a week., a after school and offers children then opportunity to participate in competitions on the weekends.

Risk Factor: Anti-Social Behavior/late childhood

C-SAP Strategy: Alternative

Funding: DEDR \$ 500

Cash Match 480

In-Kind \$ 2,000

Domain: Individual/Peer

Westville Borough

DEDR \$ 9,249

Cash Match \$ 2,312

In-Kind 6,937

***Project Graduation** – This activity spans the entire school year focuses in the senior class and educating against drinking and driving. Using senior assemblies and class meetings, anti-drinking and driving education is promoted through the use of lectures, presentations, group discussions, promotional items and videos over the school channel.

Risk Factor: Anti-Social Behavior

C-SAP Strategy: Alternatives

Funding: DEDR \$500

Cash Match \$ 0

In-kind \$ 637 **Domain: School**

Elks and Youth Peer leadership Program: Discover Create, Inspire this is the theme for the students to understand when the conference is completed. The prevention of A.T.O.D. is one component that will be the overall theme of “Wellness America”. This year three goals are to Discover their true potential, Create a clear set of goals for themselves that include a drug free life style and Inspire our youth to be the best leaders they can be and return to their community stronger and healthier.

Risk Factor: Early Anti-Social Behavior/Rebellious

C-SAP Strategy: Education.

Funding: DEDR \$ 1,350

Cash Match \$ 350

In-Kind \$ 1,80

Domain: Individual/Peer

Westville Community Day – Provides an opportunity for heightened community awareness of ATOD. A variety of drug awareness and health related information is made available to the general public through the distribution of flyers, brochures, handouts and special activities.

Risk Factor: Lack of Community

C-SAP Strategy: Collaboration

Funding: DEDR \$ 2,000

Cash Match \$500

In-Kind \$ 1,000

Domain: Comm.

***After School Activities Program** – The SAC works at the local grade school and the regional high school to meet the needs of students in grades K-12. The children who are at risk living with parents who use and are substance abusers. This program seeks to aid these students in developing healthy coping and decision making skills. The program is voluntary. Services provided include peer mediation, conflict resolution, referrals to appropriate community services SADD programs and family contacts. Issues addressed include poor self-image, student drug or alcohol use, pregnancy, and drug and or alcohol use of family members.

Risk Factor: Family Management Problems

C-SAP Strategy: Education

Funding: DEDR \$ 1,750

Cash Match \$ 0

In-Kind \$ 1000

Domain: Individual/Peer

***America’s Pride** – New Club at Gateway Regional High School, four sending districts, are joining together to start this club with one, possibly two advisors. America’s Pride will be a main focus and will include August 1997 training for students and Advisor’s. America’s Pride is a team of adolescents who perform skits which are specifically ATOD messages.

Risk Factor: Lack of Involvement

C-SAP Strategy: Education

Funding: \$500

Cash Match \$ 0

In-Kind \$ 500

Domain: Individual/Peer

***DARE** – This comprehensive Law Enforcement prevention program follows a carefully structured curriculum focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stresses, role model and support systems. It teaches students to value self while forging a clear bond with the local police and enhancing respect for those in authority.

Risk Factor: Early First Use

C-SAP Strategy: Education

Funding: DEDR \$ 1,000

Cash Match \$ 0

In-Kind \$ 1,000

Domain: School

Gloucester County Municipal Alliance Plan 2013
Westville Continued

Anti-Gang Program/with A.T.O.D. Component Middle School – Dion Henry will be providing an Anti-Gang Program with an emphasis on A.T.O.D. and its' relationship between the two. This will be taught in the middle for a 5 week program. His focus will be on how violence is related to drugs and alcohol abuse and encouraging the students not to be tempted or peer pressured and learning to walk away. During Dion's program pre and post test will be distributed. Following this program there will be an Assembly called "Half-Way There" Pre and Post test are incorporated.

Risk Factor: Early First use
Funding: DEDR \$ 750 Cash Match \$ 462 In-Kind \$ 0 **C-SAP Strategy:** Education **Domain:** School

Skating/Bowling – Mischief night/Christmas Break Westville 5th and 6th grade students will be invited at times for a skating party and or bowling party. This will keep the children in a safe environment and keep them off of the streets. This planning is not just done over night many people coordinate these activities for these children.

Risk Factor: Social Deprivation
Funding: DEDR \$ 612 Cash Match \$ 0 In-Kind \$ **C-SAP Strategy:** Alternative **Domain:** Individual/Peer

Coordinator – Responsible for general monitoring and coordination of Alliance programs for alcohol, tobacco and drug prevention, completion of expenditure and other reports required by county/state alliance coordinators.

Risk Factor: Low Community Attachment
Funding: DEDR \$ 0 Cash Match \$ 1,000 In-Kind \$ 0 **C-SAP Strategy:** Collaboration **Domain:** Individual/Peer

A.T.O.D. Mouse Pads - This is an A.T.O.D. Mouse Pad that will be distributed to all of the schools in the Mantua/Harrison School District. These mouse pads will be placed in the computer rooms so when the students are taking computers each and everyday they are looking down to move the mouse around they are looking down at an A.T.O.D. message that will be located on the mouse pad. Many students each and everyday will be exposed to this message and it will be a reminder that if someone is in need of help don't be afraid and there is a number for them to call of for them to be able to help a friend that may be in need.

Risk Factor: Anti-Social Behavior/late childhood
Funding: DEDR \$ 487 Cash Match \$ 0 In-Kind \$ 0 **C-SAP Strategy:** Alternative **Domain:** School

***Red Ribbon Week** – Target population, k-6th graders – showing intolerance of drugs in our schools by the wearing of a red ribbon which is part of a National Program proclaimed by Congress. The schools who participate in wearing of the red ribbon carry the message that it is okay to say "NO TO ATOD"

RISK FACTOR: Favorable Attitudes
Funding: DEDR \$ 300 Cash Match \$ 0 In-Kind \$ 1000 **C-SAP Strategy:** Communications **Domain:** School

City of Woodbury

DEDR: 13,242

Cash Match \$ 3,310

In-Kind \$ 9,931

***Project Graduation** – This event offers high school graduates a safe, positive after graduation activity. The goal is to eliminate drinking following graduation while providing an opportunity for an enjoyable, memorable alternative activity is promoted as a positive after graduation activity. It involved most of the community and over 90% of the graduates. The goal is to eliminate drinking and driving following graduation while providing opportunity for enjoyable, memorable alternative activities.

Risk Factor: Anti-Social Behavior

C-SAP Strategy: Alternative

Funding: DEDR \$ 800 Cash Match \$ 0 In-Kind \$ 1,000 **Domain: Individual/Peer**

Summer Basketball League, and Two Summer Intramural leagues – These leagues male and female teens a program designed to provide needed training on the harmful effects of drug and alcohol use and abuse. The basketball program teach comradeship and team play and cooperation among the at risk youth. Supervision, education, training and appropriate intervention and referrals will be made as needed. It also, teaches the harmful dangerous effects of drug and alcohol use and abuse on individuals and the community. The program is also designed to teach comradeship and team play and cooperation among the at risk youth. Supervision, education, training and appropriate interventions and referrals will be made as needed.

Risk Factor: Isolation Loss/Anti-Social

C-SAP Strategy: Early Intervention

Funding: DEDR \$ 3,095 Cash Match \$ 0 In-Kind \$ 0 **Domain: Individual/Peer**

Woodbury Community Events- This event allows the whole community the time to get together and be entertained and share common experiences. Anti-drug and alcohol abuse literature will be distributed. When people are connect4ed on a neighborhood level they seem to cohabitate better..

Risk Factor: Low Neighborhood Attachment

C-SAP Communication

Funding: DEDR \$ 800 Cash Match \$0 In-Kind \$ 100 **Domain: Comm**

Latch Key – This program provides an after school haven for a at – risk children until a responsible adult at home. Numerous activities will be provided, offering both entertainment and stimulation. A drug/alcohol awareness campaign will be implemented to teach students about th4e negative impact these substances will have on their lives. Provide an after school haven that is a safe place for children to remain until a responsible adult is at home. Numerous activities will be provided offering both entertainment and stimulation. A drug/ alcohol awareness campaign will be implemented to teach students about the negative impact these substances may have on their lives.

Risk Factor: Family Management Problems

C-SAP Strategy: Early Intervention

Funding: DEDR \$2,500 Cash Match \$ 0 In-Kind \$ 750 **Domain: Family**

Young Adult after School Program – This weekly program is held at the Woodbury Public Library and offers teens a safe haven to socialize with each other, discuss favorite books, create crafts etc. Leaders help the teens improve their coping skills, encourage education abd provide positive life skills. Anti-drug and alcohol abuse themes are often part of the discussions in this group.

Risk Factor: Anti Social Behavior

C-SAP Alternatives

Funding: DEDR \$ 795 Cash Match \$ 0 In-Kind \$ 2,000 **Domain: Family**

City of Woodbury

Senior Awareness Program – Senior citizens are invited to a luncheon, often served near to a holiday to help fight the loneliness some seniors feel at this time/ A local medical representative from a pharmacy or medical facility is invited to speak to the group on medical issues specific to aged and the pharmacist answering all their questions. This day is for them. They are supplied with a nice lunch and some giveaways from pharmacy.

Risk Factor: Isolation/Loss

C-SAP Education

Funding: DEDR \$ 910 Cash Match \$ 0 In-Kind \$ 200 **Domain: Individual/Peer**

Arts In The Streets – This summer program offers children ages 7-12 a two day art project for each of the seven weeks in the summer. In 7 locations throughout the summer the city, tables, chairs, and tents are setup in the neighborhoods and a local artist gives art lessons. The public library also offers each participant a choice of a free book to take home. This program gives local children a positive alternative for healthy living.

Risk Factor: Anti-Social Behavior

C-SAP Alternative

Funding: DEDR \$ 1,000 Cash Match \$0 In-Kind \$ 0 **Domain: Individual/Peer**

ATOD Speaker/Assemblies – School assemblies are all A.T.O.D. prevention programs for all students dealing with goal setting, good choices, drugs and alcohol prevention stressed. These programs help the students with a setting goals, good choices, and information to prevent drug and alcohol abuse

Risk Factor: Early First Use

C-SAP Strategy Education

Funding: DEDR \$ 2,490 Cash Match \$ In-Kind \$ 500 **Domain: School**

Art Beat Culture Camp – This is a six week camp offered in the summer in Woodbury. Twenty youth will be directed by local artists to write a play and create the sets for a dramatic presentation. The purpose of this program is to develop self confidence, self expression, interpersonal relationships and A.T.O.D. resistance. A public performance of the student's work will be scheduled at the conclusion of the camp.

Risk Factor: Anti-Social Behavior

C-SAP Strategy Education

Funding: DEDR \$ 852 Cash Match \$ 1,310 In-Kind \$ 500 **Domain: Individual/Peer**

Boys and Girls Club – This program will provide structured recreational activities to include art and crafts, athletics and discussion groups for the students ages 5- 12 A.T.O.D. free living will be promoted. Story groups will relate prevention education to the youngsters while discussion groups regarding how current events impact our lives will engage the older youth.

Risk Factor: Anti-Social Behavior

C-SAP Strategy Education

Funding: DEDR \$ Cash Match \$ 2,000 In-Kind \$ **Domain: Individual**

Woodbury Heights

DEDR: \$ 9,097

Cash Match \$ 2,274

In-Kind \$ 6,822

BABES – Basic Alcohol Beginners Education Studies. This seven week, seven lesson programs is a primary prevention program designed to give children a lifetime of protection from substance abuse. Babes assist young people in developing positive living skills by providing them with accurate, non-judgmental information about the use and abuse of alcohol and other drugs. Students will gain the ability to better understand how to protect themselves from alcohol and chemical dependency situations both with their peers and within the family structure.

Risk Factor: Early first use

C-SAP Strategy: Education

Funding: DEDR \$ 2,200 Cash Match \$ 0 In-Kind \$ 3,000 **Domain: School**

***Project Graduation** – This project is promoted as a positive after graduation activity. It involves most of the community and over 90% of the graduates. The goal is to eliminate drinking and driving following graduation while providing the opportunity for enjoyable, memorable alternative activities.

Risk Factor: Anti-Social Behavior

C-SAP Strategy: Alternative

Funding: DEDR \$ 200 Cash Match \$ 0 In-Kind \$ **Domain: Individual/Peer**

Senior High Club and America's Pride Activities – New club at Gateway Regional High School. Four sending districts are joining together to start this club with one, possibly two advisors. America's Pride will be a main focus... America's Pride is team of adolescents who perform skits which specifically convey an Anti-ATOD message. After the year is completed this program is followed up with an A.T.O.D. assembly.

Risk Factor: Little Committee to School

C-SAP Strategy: Alternatives

Funding: DEDR \$ 500 Cash Match \$ 0 In-Kind \$ **Domain: Individual/Peer**

After School Clubs – Once a week, after school, kindergarten through 6th graders will participate in diverse after school activities. These clubs include art, crafts, fishing, sketching, cartooning, reading, peer-led story telling, nature, weight-lifting/strength building, nutrition. Before club activities begin, students receive ATOD education prevention and also are given ATOD prevention literature.

Risk Factor: Early first use

C-SAP Strategy: Alternatives

Funding: DEDR \$ 2,223 Cash Match \$ 1274 In-Kind \$ **Domain: Individual/Peer**

Municipal Alliance Program Coordinator – Responsible for monitoring and coordination of Alliance programs A.T.O.D. prevention, completion of expenditure and other reports. .

Risk Factor: Community Norms Favorable to A.T.O.D. **C-SAP Strategy:** Collaboration

Funding: DEDR \$ 1,000 Cash Match \$ 0 In-Kind \$ 3822 **Domain: Individual/Peer**

Gloucester County Municipal Alliance Plan 2013
Woodbury Hts. Continued

DARE – A comprehensive prevention program that follows a carefully structured curriculum focusing on topics such as personal safety, drug use and misuse, consequences of behavior, resisting peer pressure, managing stress, role models and support systems. It teaches students the dangers, pitfalls and disastrous consequences of drug and alcohol abuse.

Risk Factor: Early first use **C-SAP Strategy Education**
Funding: DEDR \$ Cash Match \$ 1,000 In-kind \$ **Domain: School**

ATOD Assembly Speaker – School assemblies are all A.T.O.D. prevention programs for all students dealing with goal setting, good choices, drugs and alcohol prevention stressed. When students are spoken to at such a small age that's the time they we really should start to reach these children. They must all know the dangers of A.T.O.D. use and abuse of all of the things that surround them that are right in front of our own eyes.

Risk Factor: Early first use **C-SAP Strategy Education**
Funding: DEDR \$ 1,400 Cash Match \$ In-Kind \$ **Domain: School**

Anti Bullying Programs This is a program that has derived from the Olweus program which is a new Bullying Program that was introduced to us about a year ago. Woodbury Hts. Elementary school is putting this program into all of the class rooms and using it as part of their curriculum. This program will teach the students the dangers of bullying and what is considered a part of bullying because some are not aware of the dangers and harm that it causes others. Allowing this program in the school will help the awareness of bullying and the prevention of A.T.O.D. for many who have been bullied have low self esteem which leads to other issues.

Risk Factor: Early First Use **C-SAP - Education**
Funding: DEDR 1574 Cash Match \$ In-Kind \$ **Domain: School**

Gloucester County Municipal Alliance Plan 2013

Name of Municipality	Amount of DEDR Funding	25% of Cash Match	75% of In-Kind
Clayton	\$ 10,122	\$ 2,530	\$ 7,592
Deptford	\$ 22,044	\$ 5,511	\$ 16,533
East Greenwich	\$ 9,627	\$ 2,407	\$ 7,220
*Franklin/Elk	\$ 20,364	\$ 5,091	\$ 15,273
Glassboro	\$ 16,341	\$ 4,085	\$ 12,255
Greenwich	\$ 9,540	\$ 2,383	\$ 7,155
Logan	\$ 9,565	\$ 2,391	\$ 7,173
*Mantua/Harrison	\$ 17,977	\$ 4,494	\$ 13,482
Monroe	\$ 23,460	\$ 5,865	\$ 17,595
National Park	\$ 8,608	\$ 2,151	\$ 6,456
Newfield	\$ 8,104	\$ 2,026	\$ 6,078
Paulsboro	\$ 10,854	\$ 2,713	\$ 8,140
Pitman	\$ 11,893	\$ 2,973	\$ 8,912
South Harrison	\$ 7,784	\$ 1,946	\$ 5,838
*Swedesboro/Woolwich	\$ 12,238	\$ 3,059	\$ 9,178
Washington Township	\$ 31,880	\$ 7,970	\$ 23,910
Wenonah	\$ 8,011	\$ 2,002	\$ 6,008
West Deptford	\$ 17,920	\$ 4,480	\$ 13,440
Westville	\$ 9,249	\$ 2,312	\$ 6,937
Woodbury	\$ 13,242	\$ 3,310	\$ 9,931
Woodbury Heights	\$ 9,097	\$ 2,274	\$ 6,822
County Wide Prevention		\$ -	
Total	\$ 287,920	\$ 71,980	\$ 215,940

*Co. Coordinator Salary \$52,045 (Not included in above total)

* County Wide 7,000

Total of all included = \$346,965

Gloucester County Municipal Alliance Plan 2013

Proposed Program	DEDR	Cash Match	In-Kind
County Wide Trainings	7,000	1750	5250

Department of Disability/Educational Services County Wide Dollar Plan

I will be hosting 4 County Wide Trainings whereas one will be collaborating with Gloucester County LACADA. I also be having an event at Auletto's with all Municipal Alliances using different speaking and or trainers to come and speak to the Municipal Alliances.

I plan all of my meetings right after work so, I will be serving food for them since they will be missing their dinner..

Gloucester County Municipal Alliance Plan 2013
MONITORING REPORT

GLOUCESTER COUNTY MUNICIPAL ALLIANCE

Municipal Alliance: _____
Chairperson: _____ Date of Visit: _____
Amount of Grant: _____

ORGIZATIONAL STRUCTURE:

1. Does Municipal Alliance have a copy of the resolution/ordinance creating the alliance file?
Membership List? _____
By Laws? _____ RFP? _____
2. Does Municipal Alliance Committee Membership comply with guidelines established by the
Governors Council? _____
What Community entities are missing? _____
Explanation: _____
3. Does Municipal Alliance hold regularly scheduled meetings? _____
4. Are Municipal Alliance Meetings held in compliance with the "Open Public Meeting Act,
P.L. C. 231"? _____
5. What constitutes a quorum of members? _____
6. Is a record of Municipal Alliance meetings kept? _____
Are minutes distributed to committee members? _____
7. Is there a prescribed process for choosing Alliance officers? _____
Length of Term: _____ How many officers are there? _____
8. Standing Committees:
Membership: _____ Fundraising: _____ Other: _____
9. Is orientation available for new members? _____
10. Are there written job descriptions, education and experience requirements for all positions
funded by DEDR? _____
11. Does the Alliance have a paid coordinator? _____ Stipend \$: _____
12. List all Conferences/Training sessions and Seminars attended by the alliance members.

<u>Events</u>	<u>Place</u>	<u>Date</u>	<u>Attended By</u>

Gloucester County Municipal Alliance Plan 2013
PROGRAM ADMINISTRATION

1. Is there a written description of each program or activity on file? _____
2. Is there an established time frame for each program/activity? _____
3. Has any program activity received press coverage? _____
Copy Attached? _____
4. Have Program forms been filed for each revision? _____
5. Is evaluation criteria evident for each program/activity? _____
6. The most successful program/activity implemented to date: _____

Rationale: _____

7. The least successful program/activity attempted was: _____

Rationale: _____

8. Is there documentation on file relative programs/activities? _____
 - a. Number of participants _____
 - b. Number of Volunteers _____
 - c. Program Flyers _____
 - d. News ads/articles _____
 - e. Promotional items _____
 - f. Hand outs _____
 - g. Program Participant evaluation forms _____

9. Do all materials developed for public consumption and using DEDR funds contain a statement acknowledging the Governor's Council on Alcohol and Drug Abuse as the funding source? _____

10. Is the GCADA LOGO affixed/imprinted, wherever possible on materials developed for distribution, publication or advertisement? _____

11. Are all required reports submitted on a timely basis with copies retained for alliance records? _____

Gloucester County Municipal Alliance Plan 2013
FISCAL ACTIVITY

1. Total amount of the grant? _____
2. Required cash match? _____
3. Percent of cash match raised? _____
4. Methods used to raise hard cash match? _____

5. Most successful fund raiser? _____
6. The least successful fund raiser? _____
7. Is in-kind match documented? _____
 Percent raised to date: _____

8. Other sources of revenue?

<u>Source</u>	<u>Amount</u>
Municipal Funds	_____
State (Div. of Highway Trans. Drug Free Schools)	_____
Fees	_____
Other	_____

9. Does the Alliance charge a fee for any of its programs/activities? _____
10. Basics for the fee? _____
11. Provisions for those unable to pay? _____
12. Does the Alliance have its own checking account? _____
13. Has the Alliance fund been audited? _____
14. Date of most recent audit: _____
15. Are records and documentation retained for all Alliance Expenditures? _____

Payroll: _____	Vouchers: _____	Invoices: _____
Bills: _____	Consultants: _____	Purchase Orders: _____
Canceled Checks: _____	Travel and Conference Expenses: _____	

Gloucester County Municipal Alliance Plan 2013

Municipal Alliance	DEDR Amount Requested	Programs		2013
		Deleted	Added	
Clayton	\$ 10,122	None	None	8
Deptford	\$ 22,044	None	None	11
East Greenwich	\$ 9,627	None	None	9
Franklin/Elk	\$ 20,364		MS High School Prog.	10
Glassboro	\$ 16,341		After Prom Boys & Girls	9
Greenwich	\$ 9,540	None	None	11
Logan	\$ 9,565	Mentoring	None	9
Manuta/Harrison	\$ 17,977	Anti Gang Training	None	10
Monroe	\$ 23,460	Elks	None	11
National Park	\$ 8,608	None	Motivational Productions	10
Newfield	\$ 8,104	AfterSchool Activities	None	8
Paulsboro	\$ 10,854	None	None	7
Pitman	\$ 11,893	None	YouthWk,RRW, Renassia	10
South Harrison	\$ 7,784	Natural Helpers	None	7
Swedesboro/Woolwich	\$ 12,238	Mischief Night	None	9
Washington Township	\$ 31,880	None		12
Wenonah	\$ 8,011	None	None	8
West Deptford	\$ 17,920	None	None	11
Westville	\$ 9,249	None	None	11
Woodbury	\$ 13,242	None	None	10
Woodbury Heights	\$ 9,097	None	None	8