

Town of Windham

Office of the Town Manager
8 School Road
Windham, ME 04062

Susan R. Rossignol – Finance Director
Srossignol@windhammaine.us

voice 207.892.1907

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September 19, 2022

**To: Barry A. Tibbetts
Town Manager**

**From: Susan R. Rossignol
Finance Director**

Re: BTI Coalition Grant – Pay Plan Approval

The BTI Coalition Grant was approved in 2020 and began on 1/1/2021 with approved funding for 5 more years (years 6-10). The primary purpose of the Drug-Free Communities Support Program is to strengthen collaboration among entities and reduce substance use among youth.

On October 1, 2022 we begin the 8th year of the Grant, and per the grant budget narrative must approve the Pay Plan. (3% increase)

**Director Laura Morris – 40 hrs - \$28.94 per hr \$2,315.44 Bi-wkly
\$60,201.44. thru 9/30/23.**

**Crystal Aldrich – 20 hrs - \$24.12 per hr \$964.90 Bi-wkly \$25,087.50 thru
9/30/23.**

**Attached is a copy of the Grant Proposed Project Period and Annual Budget
– and as in previous years requires council approval.**



DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

Notice of Award

Award# 5 NH28CE003071-02-00

FAIN# NH28CE003071

Federal Award Date: 08/25/2021

Recipient Information

1. Recipient Name

Town of Windham/Be the Influence
8 School Rd
Windham, ME 04062-4807

2. Congressional District of Recipient

01

3. Payment System Identifier (ID)

1016000440A1

4. Employer Identification Number (EIN)

016000440

5. Data Universal Numbering System (DUNS)

071745418

6. Recipient's Unique Entity Identifier

7. Project Director or Principal Investigator

Laura Beth Morris
Project Director
btidirector@windhammaine.us
5736800661

8. Authorized Official

Mr. Barry Tibbetts
barry.tibbetts@maine.rr.com
2073839677

Federal Agency Information

CDC Office of Financial Resources

9. Awarding Agency Contact Information

Miss Pattie Jones
Grants Management Specialist
kgi2@cdc.gov
404.498.0386

10. Program Official Contact Information

Olga Costa
Public Health Advisor
onq8@cdc.gov
404-498-5942

Federal Award Information

11. Award Number

5 NH28CE003071-02-00

12. Unique Federal Award Identification Number (FAIN)

NH28CE003071

13. Statutory Authority

[AWARD AUTHORITY NOT DEFINED FOR CE08-801.NU50]

14. Federal Award Project Title

Drug-Free Community Continuation Grant 2020/Be the Influence Coalition: A Windham/Raymond
Collaboration

15. Assistance Listing Number

93.276

16. Assistance Listing Program Title

Drug-Free Communities Support Program Grants

17. Award Action Type

Non-Competing Continuation

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date 09/30/2021 - End Date 09/29/2022

20. Total Amount of Federal Funds Obligated by this Action \$125,000.00

20a. Direct Cost Amount \$125,000.00

20b. Indirect Cost Amount \$0.00

21. Authorized Carryover \$0.00

22. Offset \$0.00

23. Total Amount of Federal Funds Obligated this budget period \$0.00

24. Total Approved Cost Sharing or Matching, where applicable \$156,550.00

25. Total Federal and Non-Federal Approved this Budget Period \$281,550.00

26. Project Period Start Date 12/31/2020 - End Date 09/29/2025

27. Total Amount of the Federal Award including Approved
Cost Sharing or Matching this Project Period Not Available

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Valencia Williams
Lead Grant Management Specialist

30. Remarks

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

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Recipient Information**Recipient Name**

Town of Windham/Be the Influence
8 School Rd
Windham, ME 04062-4807

Congressional District of Recipient

01

Payment Account Number and Type

1016000440A1

Employer Identification Number (EIN) Data

016000440

Universal Numbering System (DUNS)

071745418

Recipient's Unique Entity Identifier

Not Available

31. Assistance Type

Cooperative Agreement

32. Type of Award

Other

33. Approved Budget

(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only**II. Total project costs including grant funds and all other financial participation**

a. Salaries and Wages	\$81,660.02
b. Fringe Benefits	\$25,556.61
c. Total Personnel Costs	\$107,216.63
d. Equipment	\$0.00
e. Supplies	\$2,473.03
f. Travel	\$6,208.00
g. Construction	\$0.00
h. Other	\$7,102.34
i. Contractual	\$2,000.00
j. TOTAL DIRECT COSTS	\$125,000.00
k. INDIRECT COSTS	\$0.00
l. TOTAL APPROVED BUDGET	\$125,000.00
m. Federal Share	\$125,000.00
n. Non-Federal Share	\$156,550.00

34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
I-9390G4P	21NH28CE003071	CE	41.51	\$125,000.00	75-21-0943

