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COUNTY OF ERIE

MARK C. POLONCARZ
COUNTY EXECUTIVE

July 7, 2016

Erie County Legislature
92 Franklin Street – Fourth Floor
Buffalo, New York 14202

RE: Authorization to contract with fee-for-service grant writers

Dear Honorable Members:

In an effort to secure additional federal grant funding for the Erie County Department of Health-Health Division, authorization is sought to contract with three fee-for-service grant writing agencies. Therese are highly regarded grant writing services, which have helped secure tens of millions of dollars in funding for healthcare clients and have come recommend by the Monroe County Department of Health.

Funding for this request is available in the Erie County Department of Health-Health Division's Professional Services Contracts & Fees account in the 2016 Budget.

Should you have any questions, please contact Commissioner of Health Dr. Gale Burstein at 716-858-6976.

Sincerely,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP:bqs
Enclosure

cc: Health Commissioner Gale R. Burstein, MD

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Health
Re: Authorization to contract with Persuasive Pen®
Date: July 7, 2016

SUMMARY

Authorization is requested to enter into a contract with Persuasive Pen®, Buffalo Grant Works, LLC, and Renee Cadzow, Ph.D. for the purpose of securing additional federal grant funding for public health initiatives in the Erie County Department of Health-Health Division.

FISCAL IMPLICATIONS

Typically $5,000 to write a federal grant. Funding is available through the Department of Health-Health Division's Professional Svs Contracts & Fees Account (516020).

REASONS FOR RECOMMENDATION

Based on recommendations and positive feedback from the Monroe County Department of Health and the New York State chapter of the American Academy of Pediatrics, the Erie County Department of Health had identified Persuasive Pen®, Buffalo Grant Works, LLC, and Renee Cadzow, Ph.D. as highly capable contractors to provide grant writing services.

BACKGROUND INFORMATION

The Erie County Department of Health frequently communicates with peer counties across New York to share best practices and other ideas. One suggestion from Monroe County was to retain a handful of professional grant writers to be available to prepare grant applications to supplement the often limited time and expertise of county personnel. The Erie County Department of Health is not seeking any additional funding for these contracts, but simply authorization to enter into contract on an as needed basis.

CONSEQUENCES OF NEGATIVE ACTION

The Erie County Department of Health would be unable to fully pursue the full slate of grant opportunities we are presented with.

STEPS FOLLOWING APPROVAL

The Health Department will work with the Division of Budget and Management and the Office of the Comptroller to implement this request.

A RESOLUTION SUBMITTED BY
HEALTH DEPARTMENT

RE: Authorization to contract with fee-for-service grant writers

WHEREAS, state, federal and private grants can provide significant additional resources to supplement public health spending in Erie County; and

WHEREAS, the Erie County Department of Health-Health Division is constantly on the look-out for funding opportunities to enhance the public health services and programs that it provides to Erie County Residents; and

WHEREAS, examples of successful grant programs include the Cancer Services Program, HIV Prevention Services and Expanded Syringe Access and Disposal Project; and

WHEREAS, the necessary expertise and staffing is not always available within the Department of Health to prepare these sometimes two-hundred plus page documents; and

WHEREAS, the Erie County Department of Health has solicited and received positive feedback from peer counties on the use of fee-for-service grant writers; and

WHEREAS, the below named grant writers have been recommended by the other county health departments and the American Academy of Pediatrics.

NOW, THEREFORE, BE IT

RESOLVED, that the County Executive is hereby authorized to enter into a contract with Persuasive Pen®; and be it further

RESOLVED, that the County Executive is hereby authorized to enter into a contract with Buffalo Grant Works LLC and be it further

RESOLVED, that the County Executive is hereby authorized to enter into a contract with Renee Cadzow, Ph.D; and be it further

RESOLVED, that certified copies of this resolution be forwarded to the County Executive, the Office of the Comptroller, the Division of Budget and Management, the Department of Law, and to Dr. Gale R. Burstein, Commissioner of Health.