



**CONTRACT BETWEEN
CAPITAL AREA SUBSTANCE ABUSE COUNCIL
and
The Town of Canton**

Congratulations on receiving the Local Prevention Grant award in the amount of \$3,020.21. By accepting this award you will be a subcontractor for CASAC and you will be required to accept the following terms of this agreement so that CASAC can produce a report for the Department of Mental Health and Addiction Services (DMHAS) outlining what was accomplished with this grant.

This is a contract by and between the Town of Canton, Youth Services Bureau, 4 Market Street, Collinsville, Connecticut, 06022, and the Capital Area Substance Abuse Council (CASAC), Inc., 200 Day Hill Road, Windsor, Connecticut, 06095, for the contract year July 1, 2017 through June 30, 2018.

TERMS AND CONDITIONS

1. **SERVICE:** For the sum of \$3020.21, the Town of Canton, Youth Services Bureau, shall establish and maintain a local, municipal-based alcohol, tobacco and other drug prevention council in Town of Canton. Such council shall facilitate the development of prevention initiatives at the local level with the support of the Chief Elected Official of the municipality.
 - A. The Town of Canton shall meet the following requirements in the operation of the Local Prevention Council Program (LPCP):
 1. establish a council comprised of representatives from all sectors of the community including, but not limited to, chief elected officials, police, school, social service agencies, businesses, parents, media, youth, minorities, and clergy;
 2. hold meetings at least 4 times per contract period;
 3. implement local projects based on two or more of the six (6) prevention strategies; and,
 4. commit 25% of the LPC's efforts to alcohol and 25% to tobacco; and 50% to other addictive substances and risky behaviors;
 5. demonstrate an understanding of Cultural Competence as it relates to the application process and all activities sponsored under the Grant;
 6. demonstrate a diverse composition of the Council collaborative, or in lieu of some elements of diversity identify how Cultural Competency factors are being considered and represented in the Grant activities;
 7. designate member representation at a minimum of two (2) Prevention Committee meetings;
 8. include Capital Area Substance Abuse Council's name on flyers, brochures, and/or advertising for events that are funded either fully or in-part with LPC dollars;
 9. all flyers, brochures and/or advertising to be sent electronically before the event;
 10. submission of a mid-year report due by January 31, 2017.
 - B. the Town of Canton shall provide the activities described in the attached funding application as part of this contract:
 - C. The Town of Canton shall provide services to the populations described in the attached funding application as part of this contract.

REPORTING REQUIREMENTS:

The Town of Canton shall submit a final report including both program and financial narratives by July 15, 2018.

2. **MANNER OF PAYMENT:** The Capital Area Substance Abuse Council, Inc., agrees to make a payment of \$3,020.21 to the Town of Canton for the services outlined above within 14 days of receipt of this signed contract.

3. TERMS OF CONTRACT:

A. The Town of Canton agrees to abide by the state and federal lobbying laws, and further specifically agrees not to include in any claim for reimbursement any expenditures associated with activities to influence, directly or indirectly, legislation pending before Congress or the CT General Assembly or any administrative or regulatory body unless required by this contract.

B. The Capital Area Substance Abuse Council will not knowingly do business or make awards to any individual or organization that has been found to have discriminated against any person or group on the basis of race, color, religious creed, age, marital status, national origin, sex, mental retardation or mental or physical disability.

C. The source of these funds are "Federal-SAPT," Fed. CFDA#93.959, SID 829. The Town of Canton shall comply with the State and Federal Single Audit Acts. If, based upon the level of federal and state funding your agency receives, you are exempt from the audit requirements of the A133 or the State Single Audit Act. The Town of Canton shall notify the Capital Area Substance Abuse Council of this fact in writing in order to satisfy CASAC's audit reporting requirements.

D. Continued funding for services under this contract is subject to allocation of LPCP funds from the Department of Mental Health and Addiction Services to the Capital Area Substance Abuse Council.

4. **CANCELLATIONS:** There shall be no modification of the terms agreed upon unless approved in advance in writing by the Town of Canton and CASAC.

The parties herein have entered into this agreement, and acknowledge its effectiveness. By signing this agreement, the contractor acknowledges that he/she has the corporate authority to enter into this contract.

ACCEPTANCES AND APPROVALS:

By the Contractor:

Town of Canton
 Contractor (Legal Name of Contractor)

Robert H. Skinner 12-12-17
 Signature (Authorized Official) Date

Robert H. Skinner Chief Administrative Officer
 Printed Name of Signatory Title

APPROVED BY:

The Capital Area Substance Abuse Council, Inc.

Thomas J. Steen 11/20/2017
 Signature (Authorized Official) Date

Thomas J. Steen Executive Director
 Printed Name of Signatory Title