



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke - Director of Administrative Services

BOARD OF SELECTMEN MEETING **AGENDA SUBMISSION FORM**

1. **Title of submission:** Suicide Prevention Initiative Grant
2. **Date of submission:** August 8, 2013
3. **Date of Board Meeting:** August 12, 2013
4. **Individual or Entity making the submission:** Thomas J. Steen
5. **Action requested of the Board of Selectmen (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):**

The Individual or Entity making the submission requests that the Board of Selectmen:

Accept a Grant from the Capital Area Substance Abuse Council (CASAC) for a Suicide Prevention Initiative for the Town of Simsbury

6. **Individual(s) responsible for submission (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):** Thomas J. Steen, Executive Director CASAC
7. **Summary of Submission (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):**
8. **Description of documents included with submission (All documents must be in final form and signed by the appropriate party.):**
The following documents are included with this submission and attached hereto:

Notification letter from Thomas J. Steen, Executive Director, Capital Area Substance Abuse Council



July 1, 2013

Mary Glassman
First Selectman
Simsbury Ct.

Dear Ms. Glassman

I'm please to inform you that the Town of Simsbury's Suicide Prevention Initiative Mini Grant application has been approved.

The next step in the grant process is to arrange a mutual agreed Connect training date. This 4 hour training is for up to 30 individuals and must include the 5 community sectors support letters presented in your application. Once the training is complete, I will issue the mini grant based on your plans. I've included a document called "Strategic Areas and Resources for Communities" which we will use as a guide in developing your plan.

Congratulations and best wishes with this grant.

Sincerely,

Thomas J Steen
Executive Director

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