



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee members  
From: Daniel Dickerson, Fiscal Analyst  
Date: March 14, 2016  
Subject: Grant Request #2807, #2808, #2809

Enclosed please find three (3) items that the Joint Fiscal Office has received from the administration. **Expedited review has been requested for each item. I will reach out to individuals on Friday, March 14, 2016 for a decision unless I have heard from you prior to that date.**

**JFO #2807** – \$100,000 grant from the Merinoff Family of Meadows Bee Farm to the Agency of Agriculture, Food and Markets. The funds will supplement the FY2016 Working Lands Enterprise Program grant budget. Expedited review has been requested by the Agency so that the funds will be available to the Working Lands Enterprise Board at its next meeting.  
*[JFO received 3/11/15]*

**JFO #2808** – \$25,000 grant from Long Trail Brewing Company to the Agency of Agriculture, Food and Markets. The funds will supplement the FY2016 Working Lands Enterprise Program grant budget. Expedited review has been requested by the Agency so that the funds will be available to the Working Lands Enterprise Board at its next meeting.  
*[JFO received 3/11/15]*

**JFO #2809** – \$50,000 grant from the Progressive Farm Alliance to the Agency of Agriculture, Food and Markets. The funds will supplement the FY2016 Working Lands Enterprise Program grant budget. Expedited review has been requested by the Agency so that the funds will be available to the Working Lands Enterprise Board at its next meeting.  
*[JFO received 3/11/15]*

Please review the enclosed materials and notify the Joint Fiscal Office (Daniel Dickerson at (802) 828-2472; [ddickerson@leg.state.vt.us](mailto:ddickerson@leg.state.vt.us)) if you have questions or would like an item held for legislative review.

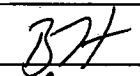

MAR 11 2016

 [phone] 802-828-2376  
**JOINT FISCAL OFFICE**

 State of Vermont  
 Department of Finance & Management  
 109 State Street, Pavilion Building  
 Montpelier, VT 05620-0401

Agency of Administration

**STATE OF VERMONT  
FINANCE & MANAGEMENT GRANT REVIEW FORM**

<b>Grant Summary:</b>		Grant of \$50,000 for the working Lands Enterprise Initiative to make investments into Vermont's working lands agriculture and forest businesses; provide technical assistance to support Vermont's working lands businesses; and promote tolls that would support value added Vermont Agriculture.				
<b>Date:</b>		3/3/2016				
<b>Department:</b>		Agency of Agriculture				
<b>Legal Title of Grant:</b>		Working Lands Enterprise Initiative				
<b>Federal Catalog #:</b>		N/A				
<b>Grant/Donor Name and Address:</b>		Progressive Farm Alliance, Shoreham, VT				
<b>Grant Period:</b>		<b>From:</b>		<b>To:</b>		
		2/1/2016		1/31/2017		
<b>Grant/Donation</b>		50,000.00				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>	
<b>Grant Amount:</b>	50,000.00	\$0	\$0	\$0		
<b>Position Information:</b>		<b># Positions</b>	<b>Explanation/Comments</b>			
			Acceptance recommended.			
<b>Additional Comments:</b>						
<b>Department of Finance &amp; Management</b>				 (Initial)		
<b>Secretary of Administration</b>				 (Initial)		
<b>Sent To Joint Fiscal Office</b>				Date 3/9/16		



**STATE OF VERMONT REQUEST FOR GRANT (\*) ACCEPTANCE (Form AA-1)**

**BASIC GRANT INFORMATION**

<b>1. Agency:</b>	Agency of Agriculture, Food & Markets		
<b>2. Department:</b>			
<b>3. Program:</b>	Working Lands Enterprise Program		
<b>4. Legal Title of Grant:</b>			
<b>5. Federal Catalog #:</b>			
<b>6. Grant/Donor Name and Address:</b>	The Progressive Farm Alliance 2139 Quiet Valley Rd, Shoreham, VT 05770		
<b>7. Grant Period:</b>	<b>From:</b>	2/1/2016	<b>To:</b> 1/31/2017

**8. Purpose of Grant:**  
 The funding will supplement the FY2016 \$505,000 grant budget for the Working Lands Enterprise Program. These monies will help fund grants to businesses and technical assistance providers. Business grants may be for up to \$50,000, and must display innovation, test a new business model, or address a specific supply chain need. Service Provider grants may be for up to \$75,000 and must demonstrate direct impacts on working lands businesses, including increased sales, job creation or increased output.

The authorizing statute for the Working Lands Enterprise Program states that: "the fund shall be composed of moneys from time to time appropriated to the fund by the general assembly or received from any other source, private or public, approved by the board, and unexpended balances and any earnings shall remain in the fund from year to year."

All funding decisions are made by the WLEB (Working Lands Enterprise Board), which is composed of 20 public, private and non-profit members and chaired by Deputy Secretary LaClair (acting designee for Secretary Ross). Donors will have no input into the decision making process.

**9. Impact on existing program if grant is not Accepted:**  
 The FY2016 grant cycle is highly competitive; we have received 114 applications totaling \$3.3 million in requests. The additional funds would allow us to support a greater number of eligible and worthy applicants, in turn creating jobs, increasing sales, and increasing or maintaining working lands acreage in production.

**10. BUDGET INFORMATION**

	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2016	FY	FY	
Personal Services	\$	\$	\$	
Operating Expenses	\$	\$	\$	
Grants	\$50,000	\$	\$	
<b>Total</b>	<b>\$50,000</b>	<b>\$</b>	<b>\$</b>	
<b>Revenues:</b>				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$	\$	\$	

**MAR 2 - 2016**

**STATE OF VERMONT REQUEST FOR GRANT (\*) ACCEPTANCE (Form AA-1)**

(Statewide Indirect)	\$	\$	\$
(Departmental Indirect)	\$	\$	\$
Other Funds:	\$50,000	\$	\$
Grant (source )	\$	\$	\$
<b>Total</b>	<b>\$50,000</b>	<b>\$</b>	<b>\$</b>

<b>Appropriation No:</b>	2200030000	<b>Amount:</b>	\$50,000
			\$
			\$
			\$
			\$
			\$
			\$
		<b>Total</b>	<b>\$50,000</b>

**PERSONAL SERVICE INFORMATION**

11. Will monies from this grant be used to fund one or more Personal Service Contracts?  Yes  No  
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.  
 Appointing Authority Name: \_\_\_\_\_ Agreed by: \_\_\_\_\_ (initial)

<b>12. Limited Service Position Information:</b>	<b># Positions</b>	<b>Title</b>
<b>Total Positions</b>		

12a. Equipment and space for these positions:  Is presently available.  Can be obtained with available funds.

**13. AUTHORIZATION AGENCY/DEPARTMENT**

I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):

Signature: *Doreen Battaglia* Date: *3/2/16*  
 Title: Deputy Secretary

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_

**14. SECRETARY OF ADMINISTRATION**

Approved: \_\_\_\_\_ (Secretary or designee signature) Date: *03/03/16*

**15. ACTION BY GOVERNOR**

Check One Box: Accepted \_\_\_\_\_ (Governor's signature) Date: *3/8/16*

Rejected

# STATE OF VERMONT REQUEST FOR GRANT (\*) ACCEPTANCE (Form AA-1)

## 16. DOCUMENTATION REQUIRED

### Required GRANT Documentation

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Request Memo                | <input checked="" type="checkbox"/> Notice of Donation (if any)   |
| <input type="checkbox"/> Dept. project approval (if applicable) | <input type="checkbox"/> Grant (Project) Timeline (if applicable) |
| <input type="checkbox"/> Notice of Award                        | <input type="checkbox"/> Request for Extension (if applicable)    |
| <input type="checkbox"/> Grant Agreement                        | <input type="checkbox"/> Form AA-1PN attached (if applicable)     |
| <input type="checkbox"/> Grant Budget                           |   |

End Form AA-1

(\*) The term "grant" refers to any grant, gift, loan, or any sum of money or thing of value to be accepted by any agency, department, commission, board, or other part of state government (see 32 V.S.A. §5).

Agency of Agriculture Food & Markets

116 State Street

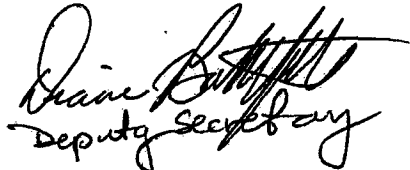
Montpelier, VT 05620

[www.Agriculture.Vermont.gov](http://www.Agriculture.Vermont.gov)

## Memorandum

To: Justin Johnson, Secretary, Agency of Administration

From: <sup>For</sup> Chuck Ross, Secretary, Agency of Agriculture, Food & Markets



*Diane LaClair*  
Deputy Secretary

Date: February 26, 2016

Re: Request to Expedite AA-1 Process – Working Lands Enterprise Fund Donations

The following entities have pledged donations to the Agency of Agriculture, Food, and Markets to supplement the FY2016 \$505,000 grant budget for the Working Lands Enterprise Initiative. These monies will help fund grants to businesses and technical assistance providers.

- \$100,000 Merinoff Family of Meadows Bee Farm, Windham, Vermont
- \$ 50,000 The Progressive Farm Alliance, Shoreham, Vermont
- \$ 25,000 Long Trail Brewing Company, Bridgewater Corners, Vermont

Business grants may be for up to \$50,000, and must display innovation, test a new business model, or address a specific supply chain need.

Service Provider grants may be for up to \$75,000 and must demonstrate direct impacts on working lands businesses, including increased sales, job creation or increased output.

In the FY2016 grant cycle we have received 114 applications for \$3.3 million in funds. All funding decisions are made by the WLEB (Working Lands Enterprise Board), which is composed of 20 public, private and non-profit members and chaired by Deputy Secretary LaClair (acting designee for Secretary Ross). Donors will have no input into the decision making process.

We are requesting an expedited review, as the WLEB meets on March 15 to decide on Business grants, and the number of grants approved will depend on the amount of funds available.

Enclosed are the pledges from the three entities outlining the stipulations of their donation and expectations to support the Working Lands Enterprise Initiative.

Cc: Jolinda LaClair, Deputy Secretary, Agency of Agriculture, Food & Markets  
Lucy Leriche, Deputy Secretary, Agency of Commerce and Community Development  
Michael Snyder, Commissioner, Department of Forests, Parks and Recreation

MAR 2 - 2016



Secretary Chuck Ross  
Vermont Agency of Agriculture  
116 State Street  
Montpelier, Vt 05620-2901

02/25/2016

re: Progressive Farm Alliance Donation to the Working Lands Fund

Dear Secretary Ross:

The Progressive Farm Alliance, a Vermont non-profit corporation, is pleased to donate \$50,000 to the Vermont Agency of Agriculture to support the Working Lands Enterprise Program under 6 V.S.A. §4605(2). We understand that the funds will be used to supplement the State's appropriation to the Working Lands Enterprise Fund for:

Making investments into Vermont's working lands agriculture and forest businesses;

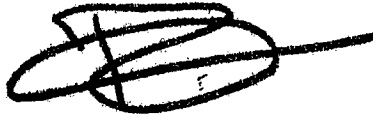
Providing technical assistance to support Vermont's working lands businesses; and

Promoting tools that would support value-added Vermont agriculture and forest products.

We authorize the Working Lands Enterprise Board to make decisions about the use of these funds in accordance with their statutes, policies and procedures.

It is understood that this contribution is made solely to support the Vermont Working Lands Enterprise Fund and for no other reason.

Kind regards,

A handwritten signature in black ink, appearing to read 'Raj Peter Bhakta', with a long horizontal line extending to the right.

Raj Peter Bhakta  
for the Progressive Farm Alliance