



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: December 13, 2012
Subject: Grant Requests

Enclosed please find four (4) items that the Joint Fiscal Office has received from the administration, including the establishment of four (4) limited service positions.

JFO #2603 – \$100,000 grant from the U.S. Department of Agriculture to the Vermont Agency of Agriculture, Food and Markets. These funds will be used to support the Farm to School program by providing technical assistance to schools and strengthening regional food hubs that increase purchasing of local food by schools.

[JFO received 12/11/12]

JFO #2604 – \$300,000 grant from the U.S. Department of Commerce to the Vermont Agency of Commerce and Community Development. These funds will be used to develop a long-term strategic economic development plan for Vermont.

[JFO received 12/11/12]

JFO #2605 – \$1,450,775 grant from the U.S. Department of Health & Human Services to the Vermont Department of Health. These funds will be used to prevent foodborne illness outbreaks through a variety of activities, including improved testing procedures and capacity and increased collaboration between state and federal agencies. **Three (3) limited service positions** are associated with this request.

[JFO received 12/11/12]

JFO #2606 – \$3,565,584 grant from the U.S. Department of Health & Human Services to the Vermont Department of Health. These funds will be used to reduce underage drinking and prescription drug abuse among young people by strengthening the state's prevention infrastructure consistent with Vermont's Strategic Prevention Framework. Six community grantees will plan, implement and evaluate a range of prevention interventions. **One (1) limited service position** is associated with this request.

[JFO received 12/11/12]

Please review the enclosed materials and notify the Joint Fiscal Office (Nathan Lavery at (802) 828-1488; nlavery@leg.state.vt.us) if you have questions or would like an item held for Joint Fiscal Committee review. Unless we hear from you to the contrary by December 31 we will assume that you agree to consider as final the Governor's acceptance of these requests.

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

[phone] 802-828-2376
 [fax] 802-828-2428

Agency of Administration

JFO 2604

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

Grant Summary:						This grant is to develop a strategic economic development plan for Vermont.								
Date:						12/5/2012								
Department:						Agency of Commerce and Community Development								
Legal Title of Grant:						Economic Adjustment Assistance- FY 2012 Disaster Relief Opportunity: Long Term Economic Strategy								
Federal Catalog #:						11.307								
Grant/Donor Name and Address:						Us Department of Commerce- Economic Decvelopment Administration, The Curtis Center, 601 Walnut Street, Ste 140S, Philadelphia, PA. 19106-3323								
Grant Period:			From:			9/14/2012			To:			2/14/2014		
Grant/Donation						\$300,000								
		SFY 1		SFY 2		SFY 3		Total		Comments				
Grant Amount:		\$150,000		\$150,000		\$		\$300,000						
Position Information:				# Positions		Explanation/Comments								
				0										
Additional Comments:														
Department of Finance & Management						12/10/12			(Initial)					
Secretary of Administration						New 12/10/12			(Initial)					
Sent To Joint Fiscal Office									Date 12/10/12					

RECEIVED
 DEC 11 2012
 JOINT FISCAL OFFICE

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

BASIC GRANT INFORMATION				
1. Agency:	Vermont Agency of Commerce & Community Development			
2. Department:	Administration Division			
3. Program:				
4. Legal Title of Grant:	Economic Adjustment Assistance - FY 2012 Disaster Relief Opportunity: Long Term Economic Strategy			
5. Federal Catalog #:	11.307			
6. Grant/Donor Name and Address: US Department of Commerce/Economic Dev Administration The Curtis Center, 601 Walnut Street, Ste 140S, Philadelphia, PA 19106-3323				
7. Grant Period:	From:	9/14/2012	To:	2/14/2014
8. Purpose of Grant: These funds will be used to create a statewide economic development plan				
9. Impact on existing program if grant is not Accepted: Without this award, we will not be able to create a statewide economic development plan				
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 13	FY 14	FY	
Personal Services	\$150,000	\$150,000	\$	actual
Operating Expenses	\$37,500	\$37,500	\$	in-kind
Grants	\$	\$	\$	
Total	\$187,500	\$187,500	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$37,500	\$37,500	\$	Estimate
Federal Funds:	\$150,000	\$150,000	\$	Estimate.
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$187,500	\$187,500	\$	Actual
Appropriation No:	7100000030	Amount:	\$300,000	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
		Total	\$300,000	

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

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: Patricia Moulton Powden Agreed by: *PM* (initial)

12. Limited Service Position Information:	# Positions	Title
Total Positions		

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: <u><i>Patricia M. Powden</i></u>	Date: <u>11/30/12</u>
	Title: Deputy Secretary	
	Signature: _____	Date: _____
	Title: _____	

14. SECRETARY OF ADMINISTRATION

<input checked="" type="checkbox"/>	Approved:	(Secretary or designee signature) <u><i>Deputy</i></u>	Date: <u>12/10/12</u>
-------------------------------------	-----------	--	-----------------------

15. ACTION BY GOVERNOR

<input checked="" type="checkbox"/>	Check One Box: Accepted	(Governor's signature) <u><i>[Signature]</i></u>	Date: <u>12/7/12</u>
<input type="checkbox"/>	Rejected		

16. DOCUMENTATION REQUIRED

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

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).



UNITED STATES DEPARTMENT OF COMMERCE
Economic Development Administration
The Curtis Center
601 Walnut Street
Suite 1405
Philadelphia, PA 19106-3323

SEP 12 2012

In reply refer to
Investment No.: 01-69-14182

Mr. Lawrence Miller
Secretary
Vermont Agency of Commerce & Community Development
National Life Drive
Montpelier, VT 05620

RECEIVED

SEP 14 2012

Agency of Commerce and
Community Development

Dear Mr. Lawrence Miller:

I am pleased to inform you that the Department of Commerce's Economic Development Administration (EDA) has approved your application for a \$300,000 EDA investment to support a long term economic recovery strategy in the State of Vermont. The proposed project is estimated to cost \$375,000 and is to be funded under the Public Works and Economic Development Act of 1965 as amended (42 U.S.C. Section 3233) pursuant to the FY2012 Disaster Relief Opportunity.

Enclosed are three signed copies of the Financial Assistance Award. Your agreement to the terms and conditions of the award should be indicated by the signature of your principal official on each of the signed copies of the Financial Assistance Award. Two of these executed copies should be returned to Mr. Willie C. Taylor, Regional Director, The Curtis Center, Suite 140 South, 601 Walnut Street, Philadelphia, Pennsylvania 19106-3323. If not signed and returned within 30 days of receipt, EDA may declare the Award null and void.

Please do not make any commitments in reliance on this award until you have carefully reviewed and accepted the terms and conditions. Any commitments entered into prior to obtaining the approval of EDA in accordance with its regulations and requirements will be at your own risk.

EDA's mission is to lead the federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the worldwide economy. EDA implements this mission by making strategic investments in the nation's most economically distressed communities that encourage private sector collaboration and creation of higher-skill, higher wage jobs. EDA investments are results driven, embracing the principles of technological innovation, entrepreneurship and regional development.

I share your expectations regarding the impact of this investment and look forward to working with you to meet the economic development needs of your community. Please contact Matthew Suchodolski, Economic Development Specialist at (215) 597-1242 or by email at Matthew.j.suchodolski@eda.gov if you have any questions on the requirements of the investment.

Sincerely,



Willie C. Taylor
Regional Director

Enclosures

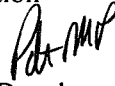
CD 450 Financial Assistance Award
U.S. Department of Commerce- EDA Special Award Conditions
U.S. Department of Commerce Standard Terms and Conditions (March 2008)
EDA Standard Terms and Conditions Capacity Building Programs

State of Vermont
Agency of Commerce and Community Development
National Life Building, Drawer 20
Montpelier, VT 05620-0501
www.dca.state.vt.us

[phone] 802-828-3211
[fax] 802-828-3383

MEMORANDUM

TO: Jeb Spaulding, Secretary of Administration

FROM: Pat Moulton Powden, Deputy Secretary 
Agency of Commerce and Community Development

DATE: November 29, 2012

SUBJECT: Request for Grant Acceptance

The Agency of Commerce and Community Development (ACCD) is seeking approval to accept a \$300,000 grant from the US Economic Development Administration (EDA) to develop a "Long Term Economic Strategy" for the State of Vermont. The plan will be a strategic economic development plan for the state.

Attached is a grant award letter and grant agreement from EDA. Below is a basic budget for the project. This is an 18month project, and we anticipate the funding be roughly split between FY13 and FY14. We will be providing \$75,000 dollars in staff in-kind services for this grant. The match is time to administer, coordinate, and oversee this project by ACCD staff. This is a match requirement form EDA. There is no cash match for this project. **The spending authority for this project is in our FY13 base budget. Therefore we only need approval to accept the grant.**

We will be contracting with a consultant to perform the work for this project. We have developed an RFP to send out to a list of consultants and list the project with our Procurement Technical Assistance (PTAC) program.

If you have additional questions, please do not hesitate to contact me.

BUDGET:

Income:

EDA grant	\$300,000
In-kind match	<u>75,000</u>
TOTAL	\$375,000

Expenses:

Contracted services	\$300,000
Program management & grant admin.	<u>75,000</u>
TOTAL	\$375,000

PMP:lc

Attachments



GRANT COOPERATIVE AGREEMENT

FINANCIAL ASSISTANCE AWARD

AWARD PERIOD

18 Months from Date of Approval

RECIPIENT NAME

Vermont Agency of Commerce and Community Development

AWARD NUMBER

01-69-14182

STREET ADDRESS

National Life Drive

FEDERAL SHARE OF COST

\$ 300,000

CITY, STATE, ZIP CODE

Montpelier, VT 05620-0501

RECIPIENT SHARE OF COST

\$ 75,000

AUTHORITY

Public Works and Economic Development Act of 1965, as amended, (42 U.S.C. §3233)

TOTAL ESTIMATED COST

\$ 375,000

CFDA NO. AND PROJECT TITLE

11.307, Economic Adjustment Assistance- FY2012 Disaster Relief Opportunity: Long Term Economic Recovery Strategy

BUREAU

20

FUND

40

FCFY

12

PROJECT-TASK

01-14182-00

ORGANIZATION

01

OBJECT CLASS

41-10-35-00

This Award approved by the Grants Officer is issued in triplicate and constitutes an obligation of Federal funding. By signing the three documents, the Recipient agrees to comply with the Award provisions checked below and attached. Upon acceptance by the Recipient, two signed Award documents shall be returned to the Grants Officer and the third document shall be retained by the Recipient. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally terminate this Award.

- Department of Commerce Financial Assistance Standard Terms and Conditions (March 2008)
- Special Award Conditions
- Line Item Budget
- 15 CFR Part 14, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, Other Nonprofit, and Commercial Organizations
- 15 CFR Part 24, Uniform Administrative Requirements for Grants and Agreements to State and Local Governments
- OMB Circular A-21, Cost Principles for Educational Institutions
- OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments
- OMB Circular A-122, Cost Principles for Nonprofit Organizations
- 48 CFR Part 31, Contract Cost Principles and Procedures
- OMB Circular A-133, Audits of States, Local Governments, and Nonprofit Organizations
- Other(s): 1. Supplemental Guidance for EDA Grant Recipients on Reporting Requirements under the

Transparency Act

2. EDA Capacity Building Programs

SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER

[Signature]

TITLE

[Signature]
Regional Director

DATE

9/12/12

TYPED NAME AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

Lawrence Miller

[Signature]

TITLE

Secretary

DATE

9/29/12