



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee Members  
From: Daniel Dickerson, Fiscal Analyst  
Date: December 23, 2014  
Subject: Grant Request #2732, #2733, #2734, #2735, #2736

Enclosed please find five (5) items that the Joint Fiscal Office has received from the administration. Three (3) limited-service positions are associated with these requests.

**JFO #2732** – Donation of 20 acres (estimated value: \$54,000) from William Jackson to the Vermont Department of Fish & Wildlife. The land, located in the town of Starksboro, will become part of the Lewis Creek Wildlife Management Area and will protect public access for hunting, fishing, and wildlife viewing. \$7,500 of federal Pittman-Robertson funding will be used to cover legal costs associated with this acquisition. **Expedited review has been requested. Joint Fiscal Committee members will be contacted by December 29th with a request to waive the balance of the review period and accept this donation.**

*[JFO received 12/22/14]*

**JFO #2733** – \$56,000 donation from the Vermont National Guard Charitable Foundation to the Vermont Military Department. These funds will support the maintenance and upkeep of the Vermont National Guard Fallen Heroes Memorial at Camp Johnson in Colchester over a five-year period and will support the purchase of a new Bobcat mower.

*[JFO received 12/22/14]*

**JFO #2734** – \$68,000 grant from The Nature Conservancy to the Vermont Agency of Natural Resources, Dept. of Forests, Parks and Recreation. These funds will be used to improve invasive plant management in Vermont through site prioritization and the development of evaluation techniques. This grant will act as a match for existing federal monies from the U.S. Forest Service. **One (1) limited-service position, a Forester I, is associated with this request.**

*[JFO received 12/22/14]*

**JFO #2735** – \$885,072 grant from the U.S. Administration for Children and Families to the Vermont Agency of Human Services, Department for Children and Family. 34% of the funds are through a Behavioral Intervention in Child Support Services (BICS) grant and the remainder from Federal Financial Participation (FFP) matching funds. These funds will be used over three years to test and evaluate proposed behavioral interventions aimed at positively impacting child support collections for Vermont families. The total anticipated grant and match funding will amount to \$1,147,057 and be received over a five-year period.

*[JFO received 12/22/14]*

**JFO #2736** – \$663,614 grant from the Robert Wood Johnson Foundation to the Vermont Department of Health. These funds will be used over a three-year period to work with partners around the State to incorporate factors associated with quality-of-life into the State’s analysis of health resources and expenditures. **Two (2) limited-service positions**, a Grants Program Manager and a Senior Health Policy Analyst, are associated with this request.

*[JFO received 12/22/14]*

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. Unless we hear from you to the contrary by January 6, 2015 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

**RECEIVED**  
Administration

DEC 22 2014

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

**JOINT FISCAL OFFICE**

<b>Grant Summary:</b>		Funds will be used towards testing various theories creating behavior changes in Vermonters related to child support payment and customer service.			
<b>Date:</b>		December 16, 2014			
<b>Department:</b>		Department for Children and Family			
<b>Legal Title of Grant:</b>		Behavioral Interventions for Child Support Services –Improving Performance and Customer Experience through Choice Architecture			
<b>Federal Catalog #:</b>		93.564			
<b>Grant/Donor Name and Address:</b>		Administration for Children & Families, Office of Child Support Enforcement. 370 L'Enfant Promenade SW, 4 <sup>th</sup> Floor, Washington DC 20447			
<b>Grant Period:</b>		<b>From:</b>	<b>To:</b>		
		9/30/2014	9/30/2019		
<b>Grant/Donation</b>		\$150,000 federal (grant); \$291,175 of federal funding to be drawn down.			
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$220,588	\$441,176	\$223,308	\$885,072	The grant award is for one year, SFY2 and SFY 3 are estimates for out-years.
<b>Position Information:</b>		<b># Positions</b>	<b>Explanation/Comments</b>		
		0			
<b>Additional Comments:</b>		Department for Children & Families has approval by the Administration for Children and Families (ACF) to use federal funds as match to draw down additional federal funding. The approval letter is attached.			
<b>Department of Finance &amp; Management</b>		<i>[Signature]</i>		(Initial)	
<b>Secretary of Administration</b>		<i>[Signature]</i>		(Initial)	
<b>Sent To Joint Fiscal Office</b>		<i>[Signature]</i>		Date	
		<i>[Signature]</i>			



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

**BASIC GRANT INFORMATION**

<b>1. Agency:</b>	Agency of Human Services		
<b>2. Department:</b>	Dept. for Children and Families		
<b>3. Program:</b>	Office of Child Support		
<b>4. Legal Title of Grant:</b>	Behavioral Interventions for Child Support Services - Improving Performance and Customer Experience through Choice Architecture		
<b>5. Federal Catalog #:</b>	93.564		
<b>6. Grant/Donor Name and Address:</b>	n/a		
<b>7. Grant Period:</b>	<b>From:</b>	9/30/2014	<b>To:</b> 9/29/2019
<b>8. Purpose of Grant:</b>	<p>The Vermont Office of Child Support is pleased to submit this 1115 grant application to test behavioral interventions to improve the child support program in our state. The types of interventions that we are proposing are designed to achieve specific measurable improvements, as well as to improve the quality of services and the perception of the program by its participants. Our objectives are to: 1) improve the cases-under-order rate to 91 percent by the fourth year of the grant; 2) improve collection of current support to 75 percent; 3) enhance the quality of customer experience; and 4) develop improved capabilities for our new automated system.</p>		
<b>9. Impact on existing program if grant is not Accepted:</b>	<p>OCS will not have the opportunity to test and evaluate the behavioral interventions proposed which could have a positive impact on child support collections for families.</p>		

**10. BUDGET INFORMATION**

	SFY 1	SFY 2	SFY 3	Comments
	FY 2015	FY 2016	FY 2017	
<b>Expenditures:</b>				
Personal Services	\$208,375	\$426,243	\$217,868	
Operating Expenses	\$12,213	\$14,933	\$5,440	
Grants	\$	\$	\$	
<b>Total</b>	<b>\$220,588</b>	<b>\$441,176</b>	<b>\$223,308</b>	Based on contract start date of 01/01/15
<b>Revenues:</b>				
State Funds:	\$0	\$0	\$0	
Cash	\$0	\$0	\$0	
In-Kind	\$0	\$0	\$0	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$220,588	\$441,176	\$223,308	66% OCSE/34% BICS grant
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source )	\$	\$	\$	
<b>Total</b>	<b>\$220,588</b>	<b>\$441,176</b>	<b>\$223,308</b>	

**DEC 16 2014**

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

<b>Appropriation No:</b>	3440040000	<b>Amount:</b>	\$220,588
			\$
			\$
			\$
			\$
			\$
		<b>Total</b>	\$

**Has current fiscal year budget detail been entered into Vantage?**  Yes  No

**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: Ken Schatz, Commissioner, DCF Agreed by: KS (initial)

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

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

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: [Signature]  
 Title: Commissioner, Dept. for Children & Families

Date: 11/18/14

Signature: [Signature]  
 Title: Secretary, Agency of Human Services

Date: 12/15/14

**13. APPROVED BY GOVERNMENT AGENCY**  
 Approved: [Signature] (Secretary or designee signature) Date: 12/16/14

**14. ACCEPTED BY GOVERNOR**  
 Accepted  Rejected  
[Signature] (Governor's signature) Date: 12/18/14

**16. DOCUMENTATION REQUIRED**  
**Required GRANT Documentation**

<input checked="" type="checkbox"/> Request Memo	<input type="checkbox"/> Notice of Donation (if any)
<input type="checkbox"/> Dept. project approval (if applicable)	<input type="checkbox"/> Grant (Project) Timeline (if applicable)
<input checked="" type="checkbox"/> Notice of Award	<input type="checkbox"/> Request for Extension (if applicable)



**Department for Children and Families**  
*Office of Child Support*  
A Building  
103 South Main Street  
Waterbury, Vermont 05671-1901  
[www.dcf.state.vt.us](http://www.dcf.state.vt.us)

*Agency of Human Services*

[phone] 802-241-2319  
[fax] 802-241-2235  
[toll free] 800-786-3214

November 12, 2014

RE: AA1 for Acceptance of 1115 Grant to the Office of Child Support

Dear Committee Members:

On September 29, 2014, the Office of Child Support (OCS) was awarded a grant entitled the Behavioral Interventions for Child Support Services – Improving Performance and Customer Experience through Choice Architecture. This grant will support efforts through a contracted service provider to test various theories to improve the OCS customer experience through various types of behavioral interventions. In addition, the grant will also test the impact on OCS' performance in regards to paternity establishment and collections, both current and arrearages. The following outlines potential intervention areas to be tested:

- Improved show rates for genetic testing and court events;
- Reducing the proportion of default child support orders (orders in which income is imputed because individuals do not show or provide income information.);
- Employer compliance with income withholding orders;
- First payment compliance and early intervention; and
- More effective enforcement communications.

The funds from this grant will serve as the State match to draw down an additional 66% in federal funding bringing the total available funds for this project to \$1,147,057 over a 5 year period. Almost all of these funds will be utilized to contract with a vendor to provide consulting support for project management and implementation, as well as a small amount of OCS operating expenses. The grant does not require the addition of any additional State funding or positions. It is 100% federal funds.

Please feel free to contact Roberta Garrand at (802) 279-3879 or via email at [Roberta.Garrand@state.vt.us](mailto:Roberta.Garrand@state.vt.us) with any questions or concerns. The Office of Child Support would appreciate your support in acceptance of this grant award. Thank you for your consideration.

Sincerely,

Jeff Cohen

Director

DEC 16 2014



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

370 L'Enfant Promenade SW, 4<sup>th</sup> Floor, Washington DC 20447

Mr. Jeffrey Cohen  
Director  
Office of Child Support  
State of Vermont

Dear Mr. Cohen:

This letter is to inform you that the Behavioral Intervention in Child Support Services (BICS) grant awarded to the Vermont Office of Child Support (OCS) is eligible for Federal Financial Participation (FFP) funds from the Office of Child Support Enforcement (OCSE). This grant award is funded through Section 1115 of the Social Security Act ([http://www.ssa.gov/OP\\_home/ssact/title11/1115.htm](http://www.ssa.gov/OP_home/ssact/title11/1115.htm)) which allows for FFP. OCS will be able to claim FFP expenditures for the BICS grant on the OCSE 396 A form (<http://www.acf.hhs.gov/sites/default/files/ocse/396a.pdf>) which the State uses under their normal FFP expenditure process.

The Federal Opportunity Announcement for this grant included the following language which shows the use of FFP is permissible:

This cooperative agreement will allow the selected state agency to use this federal grant award and the Federal Financial Participation (FFP) associated with these grant funds to test behaviorally informed interventions to improve child support outcomes by focusing on areas such as early engagement, right-sizing orders, debt reduction, reliable payment, family distribution (including child savings accounts), family-centered services, and other innovations to improve establishment and enforcement outcomes.

The grant systems used by the Administration for Children and Families (ACF) were designed for programs that do not use FFP and OCSE must work within this system to ensure funds are awarded and accounted for as accurately as possible. Therefore, FFP is designated as "non-federal share" in the Notice of Award. This allows OCSE to accurately inform the grantees of their full award while using ACF's approved Notice of Award. For Vermont, the grant award amount for BICS is \$150,000 and the FFP allotment is \$291,175.

If you have any questions, please do not hesitate to contact me or Jessica Lohmann of my staff at [Jessica.Lohmann@acf.hhs.gov](mailto:Jessica.Lohmann@acf.hhs.gov).

Sincerely,

Michelle M. Jadczyk  
Grants and Evaluation Branch Chief  
Division of Program Innovation  
Office of Child Support Enforcement

CC: Jessica Lohmann, Office of Child Support Enforcement  
Lauren Antelo, Office of Child Support Enforcement

Funding Chart by State Fiscal Year  
 Contract start date of January, 2015

Category	SFY15	SFY16	SFY17
Personal Services	\$ 208,376	\$ 426,244	\$ 217,868
Operating Grants	\$ 12,213	\$ 14,933	\$ 5,440
<b>Total</b>	<b>\$ 220,588</b>	<b>\$ 441,176</b>	<b>\$ 223,308</b>
Direct OCSE funds (64%)	\$ 145,588	\$ 291,176	\$ 147,383
Grant funds (34%)	\$ 75,000	\$ 150,000	\$ 75,925
<b>Total</b>	<b>\$ 220,588</b>	<b>\$ 441,176</b>	<b>\$ 223,308</b>