



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee members
From: Daniel Dickerson, Fiscal Analyst *DD*
Date: December 3, 2018
Subject: Position and Grant Requests – JFO #2936 - #2940

Enclosed please find five (5) items, including seven (7) limited-service positions, which the Joint Fiscal Office has received from the Administration.

JFO #2936 – Four (4) limited-service positions within the VT Dept. of Health. The respective position titles would be Substance Abuse Program Manager (2), Program Evaluation & Quality Assurance Specialist (1) and Program Technician II (1). The positions would be created to oversee an existing grant program aimed at combating the opioid crisis in Vermont. The existing grant was approved by the Joint Fiscal Committee in 2017 (JFO #2881). However, the grant has grown from \$2 million to \$4 million. The grant was also extended through September 2020 and the positions would be authorized for that period of time as well.

[JFO received 11/28/18]

JFO #2937 – \$535,000 from the U.S. Dept. of Justice (DOJ) to the VT Dept. of Public Safety. This is a partner grant to one previously sent to the Joint Fiscal Committee for approval (JFO #2935). The funds are to be used to develop and enhance anti-human trafficking prevention and intervention strategies to stop trafficking statewide. **One (1) limited-service position, titled Law Enforcement Liaison, is associated with this request.** The position would be created to work with the VT Center for Crime Victim Services. The grant funds and position are authorized for a three-year period. State in-kind match would be required in the amount of approximately \$163,000 over three years, which will be in the form of existing staff time. Additionally, approximately \$5,000 in general fund dollars would be required per year for a data analysis contract, totaling \$15,000 over the life of the grant.

[JFO received 11/30/18]

JFO #2938 – \$173,780 from the U.S. Dept. of Justice (DOJ) to the VT Dept. of Public Safety. These grant funds would be utilized to update the technology utilized for the anonymous reporting of potential and/or actual threats to the safety of students and personnel in schools. The new technology is needed due to limited functionality and general outdatedness of the existing software. The grant funds would be used over three state fiscal years.

[JFO received 11/30/18]

JFO #2939 – \$231,464 from the U.S. Dept. of Justice (DOJ) to the VT Dept. of Public Safety. These grant funds would be utilized to enhance the SURVIVermont initiative aimed at educating the public on active shooter response best practices. Specifically, this funding would be used to 1) provide

training to personnel and students to prevent school violence, 2) develop and operate anonymous reporting systems for threats of school violence, to include mobile apps, hotlines and websites, and 3) develop and operate school threat assessment and crisis intervention teams that may coordinate with law enforcement agencies and be trained to intervene and respond to individuals with mental health issues before they potentially become a threat to school safety. State funds would be utilized over the two years of the grant project in the amount of approximately \$38,000 per year to cover the costs of training and marketing materials relating to the SURVIVermont program.

[JFO received 11/30/18]

JFO #2940 – Two (2) limited-service positions, one within the VT Dept. of Health (VDH) and one within the VT Dept. of Mental Health (DMH). This is a joint request for staffing necessary to oversee a project to expand early identification of maternal depression and provide access to mental health and substance use disorder screening, referral and treatment. The respective position titles would be Public Health Programs Administrator (VDH) and Grant Program Administrator (DMH). The positions would be funded through an ongoing federal grant from the U.S. Health Resources & Services Administration. The existing grant was approved by the Joint Fiscal Committee in 2014 (JFO #2708), however, the grant activities are changing from what was previously approved. This is a five-year project with an end-date of 9/29/2023.

[JFO received 11/30/18]

Please review the enclosed materials and notify the Joint Fiscal Office (Daniel Dickerson at (802) 828-2472; 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 December 17, 2018 we will assume that you agree to consider as final the Governor's acceptance of these requests.

JFO 2939

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
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JOINT FISCAL OFFICE

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

Grant Summary:		To prevent and reduce school violence through training, reporting systems and threat assessment and crisis intervention teams.			
Date:		11/15/2018			
Department:		Department of Public Safety			
Legal Title of Grant:		FY18 STOP School Violence Prevention & Mental Health Training Pgm			
Federal Catalog #:		16.839			
Grant/Donor Name and Address:		U.S. Dept of Justice, Washington, DC.			
Grant Period:		From: 10/1/2018		To: 9/30/2021	
Grant/Donation		\$231,464			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$115,732	\$115,732	\$	\$231,464	
Position Information:		# Positions	Explanation/Comments		
		0			
Additional Comments:					
Has Vantage budget detail been reviewed and reconciled?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	DB 11-15-18 (Analyst Initial)	
Department of Finance & Management		[Signature]		(Initial)	
Secretary of Administration		[Signature]		(Initial)	
Sent To Joint Fiscal Office		11/28/18		Date	



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JOINT LEGAL OFFICE



State of Vermont
Department of Public Safety
45 State Drive
Waterbury, Vermont 05671-1300
(802) 241-5000
TTY/TDD (888) 545-7598
www.dps.vermont.gov

November 15, 2018

To: David Beatty, Finance & Management Budget Analyst

From: Melissa Austin, Financial Administrator

Re: Request for Grant Acceptance

Attached you will find a request for Grant Acceptance (Form AA-1) for the Department of Justice FY 2018 STOP School Violence Prevention and Mental Health Training Program.

If you have any questions please contact me at 802-241-5396 or at Melissa.Austin@vermont.gov.

Respectfully,

Melissa

Cc: Rhonda Camley, Richard Deschamps, Financial Managers
Cc: Rick Hallenbeck, Assistant Director of Administration/Finance

NOV 15 2018

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

BASIC GRANT INFORMATION				
1. Agency:				
2. Department:		Public Safety		
3. Program:		Vermont Emergency Management		
4. Legal Title of Grant:		FY 18 STOP School Violence Prevention and Mental Health Training Program		
5. Federal Catalog #:		16.839		
6. Grant/Donor Name and Address: Office of Justice Programs, US Department of Justice, 810 7 th St, NW, Washington, DC 20531				
7. Grant Period:		From: 10/1/2018	To: 9/30/2021	
8. Purpose of Grant: The FY 18 STOP School Violence Prevention and Mental Health Training Program is a program that supports efforts by state, local, and federally-recognized Indian tribes to prevent and reduce school violence. This program will address: (1) training school personnel and educating students to prevent student violence; (2) development and operation of anonymous reporting systems against threats of school violence, including mobile telephone applications, hotlines, and websites; and (3) development and operation of school threat assessment and crisis intervention teams that may include coordination with law enforcement agencies and school personnel as well as specialized training for school officials help intervene and respond to individuals with mental health issues that could impact school safety.				
9. Impact on existing program if grant is not Accepted: This funding will be used to expand the SURVIVermont program to educate the public on active shooter response best practices. Without the support of the federal funds, this program may not reach as many Vermont communities and schools as it should, leaving them vulnerable in the event of an active shooter.				
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
	FY 2019	FY 2020	FY 2021	
Expenditures:				
Personal Services	\$71,997	\$71,997	\$	
Operating Expenses	\$82,313	\$82,313	\$	
Grants	\$	\$	\$	
Total	\$154,310	\$154,310	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$38,578	\$38,578	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$92,585	\$92,585	\$	\$185,170
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$23,147	\$23,147	\$	46,294
				\$231,464
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$154,310	\$154,310	\$	
Appropriation No:	2140031000 Fund 22005	Amount:	\$115,732	

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

		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	Total	\$115,732

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.

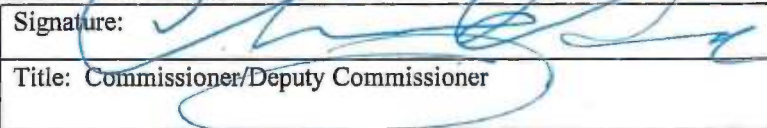
Appointing Authority Name: _____ Agreed by: _____ (initial)

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

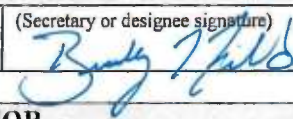
I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):

Signature:  Date: 11/10/18
 Title: Commissioner/Deputy Commissioner

Signature: _____ Date: _____

Title: _____

14. SECRETARY OF ADMINISTRATION

Approved: _____ (Secretary or designee signature)  Date: 11/20/18

15. ACTION BY GOVERNOR

Check One Box: Accepted  Date: 11/24/18
 Rejected _____ (Governor's signature)

16. DOCUMENTATION REQUIRED

Required GRANT Documentation

- | | |
|---|--|
| <input type="checkbox"/> Request Memo
<input type="checkbox"/> Dept. project approval (if applicable)
<input type="checkbox"/> Notice of Award
<input type="checkbox"/> Grant Agreement
<input 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) |
|---|--|

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

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).



U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Washington, D.C. 20531

Memorandum To: Official Grant File
From: Orbin Terry, NEPA Coordinator
Subject: Categorical Exclusion for Vermont Department of Public Safety

The FY 18 STOP School Violence Prevention and Mental Health Training Program is a program that supports efforts by state, local, and federally-recognized Indian tribes to prevent and reduce school violence. This program will address: (1) training school personnel and educating students to prevent student violence; (2) development and operation of anonymous reporting systems against threats of school violence, including mobile telephone applications, hotlines, and websites; and (3) development and operation of school threat assessment and crisis intervention teams that may include coordination with law enforcement agencies and school personnel as well as specialized training for school officials help intervene and respond to individuals with mental health issues that could impact school safety. None of the following activities will be conducted either under the OJP federal action or a related third party action:

- 1) New construction;
- 2) Any renovation or remodeling of a property either (a) listed on or eligible for listing on the National Register of Historic Places or (b) located within a 100-year flood plain;
- 3) A renovation which will change the basic prior use of a facility or significantly change its size;
- 4) Research and technology whose anticipated and future application could be expected to have an effect on the environment; or
- 5) Implementation of a program involving the use of chemicals.

Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations. Additionally, the proposed action is neither a phase nor a segment or a project which when viewed in its entirety would not meet the criteria for a categorical exclusion.



U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**GRANT MANAGER'S MEMORANDUM, PT. I:
PROJECT SUMMARY**

Grant

PROJECT NUMBER

2018-YS-BX-0161

PAGE 1 OF 1

This project is supported under FY18(BJA - STOP School Violence) Pub. L. 90-351 as amended by Pub L. 115-141, 132 Stat 348, 1128-32; (generally codified at 34 USC 10551-54)

1. STAFF CONTACT (Name & telephone number)

LaShawn Benton
(202) 514-5057

2. PROJECT DIRECTOR (Name, address & telephone number)

Erica Bornemann
Director
45 State Drive
Waterbury, VT 05671
(800) 347-0488

3a. TITLE OF THE PROGRAM

Category 2 - A State with a Population of Less than 5,000,000

3b. POMS CODE (SEE INSTRUCTIONS
ON REVERSE)

4. TITLE OF PROJECT

Public Education and Mental Health Training

5. NAME & ADDRESS OF GRANTEE

Vermont Department of Public Safety
45 State Drive State Police Headquarters
Waterbury, VT 05671

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 10/01/2018 TO: 09/30/2021

8. BUDGET PERIOD

FROM: 10/01/2018 TO: 09/30/2021

9. AMOUNT OF AWARD

\$ 231,464

10. DATE OF AWARD

09/29/2018

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The FY 18 STOP School Violence Prevention and Mental Health Training Program is a program that supports efforts by state, local, and federally-recognized Indian tribes to prevent and reduce school violence. This program will address: (1) training school personnel and educating students to prevent student violence; (2) development and operation of anonymous reporting systems against threats of school violence, including mobile telephone applications, hotlines, and websites; and (3) development and operation of school threat assessment and crisis intervention teams that may include coordination with law enforcement agencies and school personnel as well as specialized training for school officials help intervene and respond to individuals with mental health issues that could impact school safety.

Funding for this program will support the improvement of school security by providing students and teachers with the tools they need to recognize, respond quickly to violent attacks and mitigate risk exposure, and prevent acts of violence. The funds will further support the development of threat assessment and crisis intervention teams and anonymous reporting systems, designed to identify threats before they materialize, including those that originate from individuals with

mental health issues; and for the training of students, school personnel and local law enforcement officers necessary to partner together in preventing violent events from happening. No funds awarded under this grant program may be used for the provision of a firearm to any person or training in the use of a firearm.

CA/NCF



U.S. Department of Justice
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

September 29, 2018

Commissioner Thomas D. Anderson
Vermont Department of Public Safety
45 State Drive
State Police Headquarters
Waterbury, VT 05671

Dear Commissioner Anderson:

On behalf of Attorney General Jefferson Sessions III, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 18 STOP School Violence Prevention and Mental Health Training Program in the amount of \$231,464 for Vermont Department of Public Safety.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, LaShawn Benton, Program Manager at (202) 514-5057; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in cursive script that reads "Matt Dummermuth".

Matt Dummermuth
Principal Deputy Assistant Attorney General

Enclosures

**Bureau of Justice Assistance STOP School Violence Prevention and Mental Health Training
Program**

State of Vermont School Safety Public Education Initiative- SurvivVermont

Program Abstract

SURVIVermont is a locally developed program to educate the public on active shooter response best practices in any venue and specifically in Vermont schools. The program builds from three federally-recognized programs- "See Something, Say Something", "Run, Hide, Fight", and "Stop the Bleed". The City of St. Albans utilized strong partnerships with the state Department of Health, the local hospital and EMS provider, law enforcement, local newspaper, and the Medical Reserve Corps to present this training as a way to educate the public on what to do in an active shooter event.

The State of Vermont seeks expand this education model around the state. If awarded, this grant will support the implementation of this program across the state, utilizing community partners as the main delivery point, and ensuring education of the whole community in response to active shooter events.

**Bureau of Justice Assistance STOP School Violence Prevention and Mental Health
Training Program**

State of Vermont School Safety Public Education Initiative- SurviVermont

Program Narrative



See Something, Say Something! Run, Hide, Fight! Stop The Bleed!

Description of Issue

Since 1999, the state of Vermont has been actively engaged in an “all hazards” approach to school emergency preparedness. Working under the leadership and direction of Vermont’s Department of Public Safety, the Vermont School Crisis Planning Team (VSCPT) provides Vermont’s public, private and independent schools with school safety planning, training and exercise resources. The VSCPT is comprised of representatives from Vermont’s first response community and other state school safety partners that include but not limited to: Vermont State Police, Vermont Chief’s and Sheriff’s Associations, Division of Fire Safety, Vermont Department of Health (EMS/School Nurses), Vermont Emergency Management, Department of Mental Health, American Red Cross and Vermont Principal/Superintendent’s/School Board Associations.

Vermont has not been immune from the tragic outcomes of school based violence. On August 24th, 2006, a lone gunman entered the halls of the Essex Elementary School and killed one teacher and left another teacher seriously injured. This incident highlighted the importance of our collective school safety work and focused our efforts to design and implement consistent school safety practices in schools across Vermont. To meet this need, in 2016 Vermont’s

Department of Public Safety and Agency of Education formalized their school safety partnership by spearheading the development of Vermont's School Safety Center (VSSC). Working in collaboration with federal, state and local school safety partners, the VSSC now provides the operational framework and leadership for Vermont's school emergency preparedness efforts and serves as the single point of contact for all of Vermont's school safety planning, training and exercise initiatives. Since its inception, the VSSC has developed and delivered school safety training in the areas of Incident Command and Crisis Communication, Active Shooter Response, Individual and Organizational Resiliency Following a Critical Incident, Mental Health Preparedness, De-Escalation and Prevention of Violence, School Bus Safety and Suspicious Activity Reporting.

School communities consist of students, staff, teachers, parents, extended family members and community members who frequently attend sporting or community based events at Vermont schools. DPS seeks to take a *whole community* approach to active shooter response through the expansion of an established and successful local education program called SurviVermont. This program builds on the successes of three federally-recognized programs- "See Something, Say Something", "Run, Hide, Fight", and "Stop the Bleed".

The City of St. Albans utilized this *whole community* approach to active shooter response by leveraging their established partnerships with local, county and state first response organizations, hospitals, local media, medical reserve corps and Community Emergency Response Teams (CERT) to educate and inform the public and school communities in what to do when responding to an active shooter event. DPS seeks to model this program at the state level by broadening the partnerships with local, county, state and federal partners, medical professionals, press outlets, local and regional planning commissions, local emergency

management directors and others to bring this program to all schools and communities in the state.

Program Design and Implementation

DPS will seek to utilize one full-time equivalent (FTE) employee for each of the two years of this project to design and implement the SurviVermont active shooter and emergency preparedness program across Vermont. This dedicated employee will be charged with developing all training materials, coordinating with the local, county, state and federal partners and would also be charged with developing a training cadre to assist in providing this active shooter and emergency preparedness training and outreach programs to communities across Vermont. We seek to not only develop a SurviVermont awareness program but to also develop a robust “train the trainer” program that would provide for the sustainability of this program beyond the three year grant period. We envision the awareness training as a three-hour program, with one hour dedicated to each of the program methodologies. We envision the train-the-trainer program being a one day training session. We would encourage a multi-discipline approach for our instructor cadre bringing first responders, medical professionals, community leaders and others into the ranks of our SurviVermont instructor pool.

By leveraging the existing programs of Run, Hide Fight/ Stop the Bleed/If You See Something, Say Something, little time would need to be spent on the development of training materials or curricula, which allows more time to be spent on developing a community-based training cadre that could bring this program to their friends, neighbors and co-workers. The Commissioner of the Department of Public Safety, the Director of Vermont Emergency Management, leaders from the Vermont State Police and Vermont’s School Safety Liaison Officer all had the opportunity to witness first-hand the delivery of this training to the St. Albans

community. The value of this training relies upon community members teaching community members how to respond to these types of violent events. It works to establish trust, faith and confidence among community members and their emergency first response, medical, and school professionals. The program provides the opportunity for this difficult subject matter to be taught by individuals with whom school officials and community members were familiar with and trusted.

Training Materials and Public Outreach

As mentioned above, we seek to leverage these federally-recognized emergency preparedness programs and training materials to deliver them to schools and communities across Vermont. Utilizing an aggressive public information campaign under the direction of Vermont Emergency Management, the state would utilize all print, social media, radio and television “ad” campaigns to reinforce our program initiatives. Working with the VT Department of Health, Department of Mental Health, American Red Cross, local medical professionals and first response organizations, we will develop age and audience appropriate public messaging that meets the needs of all Vermonters. The state will modify all training materials and outreach documents to ensure they meet all language and disability requirements to ensure every citizen and student of the state is able to understand and apply these life saving techniques. This also ensures that all participants have the opportunity to take away educational materials if they so choose.

Documentation and Program Analysis

Utilizing the staff mentioned earlier in this program narrative, we will validate the effectiveness of these programs by conducting outreach to the communities that have participated in the

SurviVermont program. This outreach would provide an opportunity to identify program strengths and opportunities for improvement. An annual report will be developed and delivered to the Director of Vermont Emergency Management that details the number of programs conducted, number of citizens/students trained, number of outreach initiatives and public awareness programs conducted and their level of effectiveness.

Conclusion

Vermont has always taken an “all hazards” approach to emergency preparedness and we see the SurviVermont program as a testament to this methodology. Working with key stakeholders and our emergency preparedness partners, we are confident that if adopted, SurviVermont could be a shining example of an active shooter and emergency preparedness approach that could be adopted by states across the country.

Budget Detail - Year 1

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N
 (DOJ Financial Guide, Section 3.10)

A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate & amount of time devoted to the project for each name/position.</i>					Total Cost	Non-Federal Contribution	Federal Request
		Salary	Rate	Time Worked <i>(# of hours, days, months, years)</i>	Percentage of Time				
	School Safety Position	\$53,248.00	hourly	1	100%	\$53,248		\$53,248	
Total(s)						\$53,248	\$0	\$53,248	

Narrative

1 FTE PG 24 Step 2 School Safety Position

B. Fringe Benefits

Name <i>List each grant-supported position receiving fringe benefits.</i>	Computation <i>Show the basis for computation.</i>				Total Cost	Non-Federal Contribution	Federal Request
	Base	Rate					
School Safety Position	\$53,248.00	35.21%			\$18,749		\$18,749
Total(s)					\$18,749	\$0	\$18,749

Narrative

Fringe rate includes the following: Health, Dental, Retirement, Life, Employee Assistance Program (EAP)

Purpose Area #4

C. Travel										
Purpose of Travel	Location	Type of Expense	Basis	Computation						
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>						
				Cost	Quantity	# of Staff	# of Trips	Total Cost	Non-Federal Contribution	Federal Request
Travel to Meetings, events,	Various statewide		N/A	\$12,500.00	1	1	1	\$12,500		\$12,500
Total(s)								\$12,500	\$0	\$12,500
Narrative										
Travel expenses for meetings to include lodging, mileage, meals, and car rental										
D. Equipment										
Item	Computation									
<i>List and describe each item of equipment that will be purchased</i>	<i>Compute the cost (e.g., the number of each item to be purchased X the cost per item)</i>									
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request					
Computer and Phone	1	\$6,666.00	\$6,666		\$6,666					
			Total(s)	\$6,666	\$0	\$6,666				
Narrative										
Computer and phone for position										
E. Supplies										
Supply Items	Computation									
<i>Provide a list of the types of items to be purchased with grant funds.</i>	<i>Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.</i>									
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request					
Training and Marketing Materials	1	\$40,000.00	\$40,000	\$38,578	\$1,422					
			Total(s)	\$40,000	\$38,578	\$1,422				
Narrative										
Training and marketing materials related to SURVIVermont program.										

Purpose Area #4

F. Construction						
Purpose <i>Provide the purpose of the construction</i>	Description of Work <i>Describe the construction project(s)</i>	Computation <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
				Total(s)	\$0	\$0
Narrative						
G. Subawards (Subgrants)						
Description <i>Provide a description of the activities to be carried out by subrecipients.</i>	Purpose <i>Describe the purpose of the subaward (subgrant)</i>	Consultant? <i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>				
				Total Cost	Non-Federal Contribution	Federal Request
						\$0
						\$0
						\$0
				Total(s)	\$0	\$0
Consultant Travel (if necessary)						
Purpose of Travel <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	Location <i>Indicate the travel destination.</i>	Type of Expense <i>Hotel, airfare, per diem</i>	Computation <i>Compute the cost of each type of expense X the number of people traveling.</i>			
			Cost	Duration or Distance	# of Staff	Total Cost
						\$0
						Total
						\$0
						\$0
Narrative						

Purpose Area #4

H. Procurement Contracts											
Description		Purpose			Consultant?						
<i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i>		<i>Describe the purpose of the contract</i>			<i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>						
							Total Cost	Non-Federal Contribution	Federal Request		
									\$0		
									\$0		
									\$0		
									\$0		
Total(s)							\$0	\$0	\$0		
Consultant Travel (If necessary)											
Purpose of Travel		Location		Type of Expense		Computation					
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>		<i>Indicate the travel destination.</i>		<i>Hotel, airfare, per diem</i>		<i>Compute the cost of each type of expense X the number of people traveling.</i>					
						Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
									\$0		\$0
Total							\$0	\$0	\$0		
Narrative											
I. Other Costs											
Description				Computation							
<i>List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).</i>				<i>Show the basis for computation</i>							
				Quantity	Basis	Cost	Length of Time	Total Cost	Non-Federal Contribution	Federal Request	
								\$0		\$0	
Total(s)							\$0	\$0	\$0		
Narrative											

Purpose Area #4

J. Indirect Costs					
Description <i>Describe what the approved rate is and how it is applied.</i>	Computation <i>Compute the indirect costs for those portions of the program which allow such costs.</i>				
	<i>Base</i>	<i>Indirect Cost Rate</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
The approved fixed rate is 25.00% and is for use on grants, contracts, and other agreements with the Federal Government.	\$92,585.00	0.25	\$23,147		\$23,147
			Total(s)	\$23,147	\$0
Narrative					
The negotiated indirect rate is 25.0% for the period 7/1/18-6/30/19. The funds will be used to support the administrative staff that manages the financial side of the program.					

Budget Detail - Year 2

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N
 (DOJ Financial Guide, Section 3.10)

A. Personnel

Name		Position		Computation				
<i>List each name, if known.</i>		<i>List each position, if known.</i>		<i>Show annual salary rate & amount of time devoted to the project for each name/position.</i>				
		Salary	Rate	Time Worked (# of hours, days, months, years)	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
		\$53,248.00	hourly	1	100%	\$53,248		\$53,248
Total(s)						\$53,248	\$0	\$53,248

Narrative

1 FTE PG 24 Step 2 School Safety Position

B. Fringe Benefits

Name		Computation			
<i>List each grant-supported position receiving fringe benefits.</i>		<i>Show the basis for computation.</i>			
		Base	Rate	Total Cost	Federal Request
School Safety Position		\$53,248.00	35.21%	\$18,749	\$18,749
Total(s)				\$18,749	\$18,749

Narrative

Fringe rate includes the following: Health, Dental, Retirement, Life, Employee Assistance Program (EAP)

C. Travel

Purpose of Travel	Location	Type of Expense	Basis	Computation						
				Cost	Quantity	# of Staff	# of Trips	Total Cost	Non-Federal Contribution	Federal Request
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>						
Travel to Meetings, events,	Various statewide		N/A	\$12,500.00	1	1	1	\$12,500		\$12,500
Total(s)								\$12,500	\$0	\$12,500

Narrative

Purpose Area #4

Travel expenses for meetings to include lodging, mileage, meals, and car rental

D. Equipment					
Item <i>List and describe each item of equipment that will be purchased</i>	Computation <i>Compute the cost (e.g., the number of each item to be purchased X the cost per item)</i>				
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
Computer and Phone for employee	1	\$6,666.00	\$6,666		\$6,666
<i>Total(s)</i>			\$6,666	\$0	\$6,666

Narrative
Computer and Phone for employee

E. Supplies					
Supply Items <i>Provide a list of the types of items to be purchased with grant funds.</i>	Computation <i>Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.</i>				
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
Training and Marketing Materials	1	\$40,000.00	\$40,000	\$38,578	\$1,422
<i>Total(s)</i>			\$40,000	\$38,578	\$1,422

Narrative
Training and marketing materials related to the SURVIVermont program.

F. Construction					
Purpose <i>Provide the purpose of the construction</i>	Description of Work <i>Describe the construction project(s)</i>	Computation <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>			
		# of Items	Cost	Total Cost	Non-Federal Contribution
				\$0	\$0
<i>Total(s)</i>			\$0	\$0	\$0

Narrative

Purpose Area #4

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G. Subawards (Subgrants)			
Description	Purpose	Consultant?	
<i>Provide a description of the activities to be carried out by subrecipients.</i>	<i>Describe the purpose of the subaward (subgrant)</i>	<i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>	
			Total Cost
			Non-Federal Contribution
			Federal Request
			\$0
Total(s)			\$0
			\$0
			\$0

Consultant Travel (if necessary)								
Purpose of Travel	Location	Type of Expense	Computation					
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Hotel, airfare, per diem</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>					
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
Total						\$0	\$0	\$0

Narrative	
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H. Procurement Contracts			
Description	Purpose	Consultant?	
<i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i>	<i>Describe the purpose of the contract</i>	<i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>	
			Total Cost
			Non-Federal Contribution
			Federal Request
			\$0
			\$0
			\$0
			\$0
Total(s)			\$0
			\$0
			\$0

Purpose of Travel	Location	Type of Expense	Computation
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Purpose Area #4

Indicate the purpose of each trip or type of trip (training, advisory group meeting)	Indicate the travel destination.	Hotel, airfare, per diem	Compute the cost of each type of expense X the number of people traveling.						
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request	
						\$0		\$0	
Total						\$0	\$0	\$0	
Narrative									
I. Other Costs									
Description <small>List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).</small>			Computation <small>Show the basis for computation</small>						
			Quantity	Basis	Cost	Length of Time	Total Cost	Non-Federal Contribution	Federal Request
							\$0		\$0
Total(s)						\$0	\$0	\$0	
Narrative									
J. Indirect Costs									
Description <small>Describe what the approved rate is and how it is applied.</small>			Computation <small>Compute the indirect costs for those portions of the program which allow such costs.</small>						
			Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request		
The approved fixed rate is 25.00% and is for use on grants, contracts, and other agreements with the Federal Government.			\$92,585.00	0.25	\$23,147		\$23,147		
Total(s)					\$23,147	\$0	\$23,147		
Narrative									
The negotiated indirect rate is 25.0% for the period 7/1/18-6/30/19. The funds will be used to support the administrative staff that manages the financial side of the program.									