



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee members  
From: Sorsha Anderson, Senior Staff Associate  
Date: March 25, 2022  
Subject: Grant Request – JFO #3093

Enclosed please find one (1) item, which the Joint Fiscal Office has received from the Administration.

**JFO #3093 - \$1,000,000.00** to the VT Agency of Commerce and Community Development from the U.S. Economic Development Administration. Funds for the use of Statewide Economic Recovery Planning.

- Review the economic and workforce development programs, policies, and initiatives implemented by the State prior to and during the COVID-19 pandemic, and work with the State's leadership to define its priorities and craft a unified vision and economic recovery framework for the State's post-pandemic economy. Analyze and provide recommendations to optimize the State's economic recovery program portfolio.
- Develop a funding strategy to maximize the impact of federal funding and support the sustainability of economic recovery efforts.
- Develop an implementation roadmap that will serve as the State's tactical plan for economic recovery.

Grant period through 3/31/2024.

*[Received March 23, 2022]*

Please review the enclosed materials and notify the Joint Fiscal Office (Sorsha Anderson: sanderson@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by April 17, 2022, we will assume that you agree to consider as final the Governor's acceptance of this request.



**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

STATE OF VERMONT FINANCE & MANAGEMENT GRANT REVIEW FORM					
<b>Grant Summary:</b>		EDA statewide economic recovery planning grant for statewide economic recovery planning.			
<b>Date:</b>		3/10/2021			
<b>Department:</b>		ACCD - Administration			
<b>Legal Title of Grant:</b>		Statewide Economic Recovery Planning			
<b>Federal Catalog #:</b>		11.307			
<b>Grant/Donor Name and Address:</b>		U.S. Economic Development Administration, 1401 Constitution Ave, NW Suite 71014, Washington, DC 20230			
<b>Grant Period:</b>		<b>From:</b>	<b>To:</b>		
		10/1/2021	3/31/2024		
<b>Grant/Donation</b>		\$1,000,000.00			
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$470,000.00	\$455,000.00	\$75,000.00	\$1,000,000.00	
<b>Position Information:</b>		<b># Positions</b>	<b>Explanation/Comments</b>		
		0			
<b>Additional Comments:</b>					
<b>Department of Finance &amp; Management</b>		Adam Greshin Digitally signed by Adam Greshin Date: 2022.03.11 DocuSign Envelope ID: 4194BB1C0A36415...		(Initial)	
<b>Secretary of Administration</b>				(Initial)	
<b>Sent To Joint Fiscal Office</b>				Date	

Jason Aronowitz  
 Digitally signed by Jason Aronowitz  
 Date: 2022.03.10 22:52:24 -05'00'





*Agency of Commerce and Community Development  
Administration*

To: Jason Aronowitz, Dept. of Finance and Management  
From: Lindsay Kurrle, Secretary, Agency of Commerce and Community Development  
CC: Joan Goldstein, DED Commissioner; Lisa Allard, ACCD Financial Director II  
Re: U.S. Economic Development Administration Federal Award  
Date: February 28, 2022

<sup>DS</sup>  
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Enclosed please find an AA-1 Form to receive funding of \$1,000,000 from the U.S. Economic Development Administration for the use of Statewide Economic Recovery Planning.

This funding will serve to:

Review the economic and workforce development programs, policies, and initiatives implemented by the State prior to and during the COVID-19 pandemic, and work with the State's leadership to define its priorities and craft a unified vision and economic recovery framework for the State's post-pandemic economy.

Analyze and provide recommendations to optimize the State's economic recovery program portfolio.

Develop a funding strategy to maximize the impact of federal funding and support the sustainability of economic recovery efforts.

Develop an implementation roadmap that will serve as the State's tactical plan for economic recovery.

I have enclosed the following:

- Form AA-1
- U.S. EDA Federal Award

Please let me know if you need any additional information.

Thank you.

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

<b>BASIC GRANT INFORMATION</b>				
<b>1. Agency:</b>	Agency of Commerce and Community Development			
<b>2. Department:</b>	ACCD - Administration			
<b>3. Program:</b>	EDA Statewide Economic Recovery Planning Grant			
<b>4. Legal Title of Grant:</b>	Statewide Economic Recovery Planning			
<b>5. Federal Catalog #:</b>	11.307			
<b>6. Grant/Donor Name and Address:</b>	U.S. Economic Development Administration, 1401 Constitution Ave, NW Suite 71014, Washington , DC 20230			
<b>7. Grant Period:</b>	<b>From:</b>	10/1/2021	<b>To:</b>	3/31/2024
<b>8. Purpose of Grant:</b>	<p>Statewide Economic Recovery Planning:</p> <p>a. Review the economic and workforce development programs, policies, and initiatives implemented by the State prior to and during the COVID-19 pandemic, and work with the State's leadership to define its priorities and craft a unified vision and economic recovery framework for the State's post-pandemic economy.</p> <p>b. Analyze and provide recommendations to optimize the State's economic recovery program portfolio.</p> <p>c. Develop a funding strategy to maximize the impact of federal funding and support the sustainability of economic recovery efforts.</p> <p>d. Develop an implementation roadmap that will serve as the State's tactical plan for economic recovery.</p>			
<b>9. Impact on existing program if grant is not Accepted:</b>	Vermont would have to utilize existing state resources to coordinate the Statewide Planning Grant Programs under ARPA.			
<b>10. BUDGET INFORMATION</b>				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Comments</b>
<b>Expenditures:</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	
Personal Services	\$450,000	\$450,000	\$75,000	
Operating Expenses	\$20,000	\$5,000	\$	
Grants	\$	\$	\$	
<b>Total</b>	<b>\$470,000</b>	<b>\$455,000</b>	<b>\$75,000</b>	<b>\$1,000,000 Award</b>
<b>Revenues:</b>				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$470,000	\$455,000	\$75,000	\$1,000,000 Award
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source )	\$	\$	\$	
<b>Total</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	

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

<b>Appropriation No:</b>	7100000000 / 22005	<b>Amount:</b>	\$470,000
			\$
			\$
			\$
			\$
			\$
		<b>Total</b>	\$

**PERSONAL SERVICE INFORMATION**

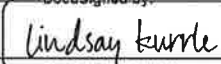
**11. Will monies from this grant be used to fund one or more Personal Service Contracts?**  Yes  No  
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.  
 Appointing Authority Name: Lindsay Kurrle Agreed by: \_\_\_\_\_ (initial)

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

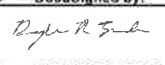
**12a. Equipment and space for these positions:**  Is presently available.  Can be obtained with available funds.

**13. AUTHORIZATION AGENCY/DEPARTMENT**

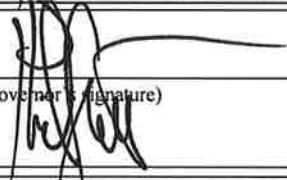
I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):

Signature: 	Date: 2/28/2022
Title: _____	
Signature: _____	Date: _____
Title: _____	

**14. SECRETARY OF ADMINISTRATION**

Approved: \_\_\_\_\_ (Secretary or designee signature)  Date: \_\_\_\_\_

**15. ACTION BY GOVERNOR**

Check One Box: Accepted  Date: 3/21/22

Rejected

**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)

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

<input type="checkbox"/> Grant Agreement	<input type="checkbox"/> Form AA-1PN attached (if applicable)
<input type="checkbox"/> Grant Budget	
<b>End Form AA-1</b>	
(*) 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).	

FORM CD-450 (REV 10/18)		U. S. DEPARTMENT OF COMMERCE <b>FINANCIAL ASSISTANCE AWARD</b>		<input checked="" type="checkbox"/> GRANT <input type="checkbox"/> COOPERATIVE AGREEMENT	
RECIPIENT NAME COMMERCE & COMMUNITY DEVELOPMENT, VERMONT AGENCY OF		FEDERAL AWARD ID NUMBER <b>ED22PHI3070008</b>		PERIOD OF PERFORMANCE 10/01/2021-03/31/2024	
STREET ADDRESS 1 NATIONAL LIFE DR		FEDERAL SHARE OF COST \$1,000,000.00		RECIPIENT SHARE OF COST \$0.00	
CITY, STATE, ZIP CODE MONTPELIER VT 05601-3377		TOTAL ESTIMATED COST \$1,000,000.00		CFDA NO. AND NAME 11.307 Economic Adjustment Assistance	
AUTHORITY Public Works and Economic Development Act of 1965(42 USCS 3121 et. seq) as amended, including het comprehensive amendments made by the Economic		PROJECT TITLE Statewide Economic Recovery Planning			
<p><b>This Award Document (Form CD-450) signed by the Grants Officer constitutes an obligation of Federal funding. By signing this Form CD-450, the Recipient agrees to comply with the Award provisions checked below and attached. Upon acceptance by the Recipient, the Form CD-450 must be signed by an authorized representative of the Recipient and returned to the Grants Officer. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally withdraw this Award offer and de-obligate the funds.</b></p> <p><input checked="" type="checkbox"/> DEPARTMENT OF COMMERCE FINANCIAL ASSISTANCE STANDARD TERMS AND CONDITIONS</p> <p><input type="checkbox"/> R &amp; D AWARD</p> <p><input type="checkbox"/> FEDERAL-WIDE RESEARCH TERMS AND CONDITIONS, AS ADOPTED BY THE DEPT. OF COMMERCE</p> <p><input type="checkbox"/> BUREAU SPECIFIC ADMINISTRATIVE STANDARD AWARD CONDITIONS</p> <p><input checked="" type="checkbox"/> SPECIFIC AWARD CONDITIONS</p> <p><input type="checkbox"/> LINE ITEM BUDGET</p> <p><input type="checkbox"/> 2 CFR PART 200, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS, AS ADOPTED PURSUANT TO 2 CFR § 1327.101</p> <p><input type="checkbox"/> 48 CFR PART 31, CONTRACT COST PRINCIPLES AND PROCEDURES</p> <p><input checked="" type="checkbox"/> DEPARTMENT OF COMMERCE PRE-AWARD NOTIFICATION REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS (REF: 79 FR78390)</p> <p><input type="checkbox"/> MULTI-YEAR AWARD. PLEASE SEE THE MULTI-YEAR SPECIFIC AWARD CONDITION.</p> <p><input checked="" type="checkbox"/> OTHER(S): ARPA Supplemental Economic Development Administration Planning, Research and Networks Notice of Federal Funding Opportunity, July 23,2021, under which EDA announced the statewide planning grant programs to support states as they plan for economic recovery and prepare to build back better</p>					
SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER Linda Cruz-Carnall				DATE 10/26/2021	
PRINTED NAME, PRINTED TITLE AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL Lindsay Kurrle				DATE 12/13/2021	

**PHILIP B. SCOTT**  
GOVERNOR



State of Vermont  
OFFICE OF THE GOVERNOR

September 10, 2021

Linda Cruz-Carnall  
Regional Director  
Economic Development Administration  
Robert N. C. Nix Federal Building  
900 Market Street, Room 602  
Philadelphia, PA 19107

RE: Vermont's Response to the EDA invitation for American Rescue Plan Act Supplemental EDA Awards to support Statewide Planning

Dear Regional Director Cruz-Carnall:

I am pleased to respond to your invitation for requesting \$1 million to carry out Planning, Network and Research Activities as a part of Vermont's efforts to rebuild the state economy after the damages caused by Covid on our businesses and households. With this letter, I am designating the Agency of Commerce and Community Development (ACCD) led by Secretary Lindsay Kurrle to be the recipient of the funds.

ACCD has provided leadership to Vermont businesses and communities in the early stages of the pandemic and served a necessary communication function between those affected parties and our state agencies. As the pandemic progressed, ACCD directed state and federal funds to those same businesses and communities to help both with ensuring their safe practices to reduce Covid and the starting process for re-building in a changed economic environment.

ACCD is also playing a central role in our cross-agency team responsible for recovery work, which includes strategic planning and oversight of the deployment of federal dollars so these funds have maximum impact across Vermont.

With these planning funds, ACCD can continue to serve that coordination function in conjunction with many of our other State of Vermont Agencies and external partners to ensure the optimal distribution of the federal funding opportunities before us.

We deeply appreciate EDA for this opportunity.

Sincerely,

Philip B. Scott  
Governor

A handwritten signature in black ink, appearing to read "Philip B. Scott", written over a faint circular stamp.

c: Lindsay Kurrle, Secretary/Vermont Agency of Commerce and Community Development  
Susanne Young, Secretary/Vermont Agency of Administration  
Julie Moore, Secretary/Agency of Natural Resources





**Agency of Commerce and Community Development**  
National Life Building – Davis Building, 6<sup>th</sup> Floor  
One National Life Drive  
Montpelier, VT 05620-0501  
[accd.vermont.gov](http://accd.vermont.gov)

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

September 24, 2021

Linda Cruz-Carnall  
Regional Director  
Economic Development Administration  
Robert N. C. Nix Federal Building  
900 Market Street,  
Room 602  
Philadelphia, PA 19107

RE: Vermont's Response to the EDA invitation for American Rescue Plan Act Supplemental EDA Awards to support Statewide Planning; Accepting Agency Designation

Dear Regional Director Carnall,

With this letter the Vermont Agency of Commerce and Community Development (the Agency, ACCD) formally accepts Governor Philip Scott's designation as the statewide agency that will receive \$1 million in American Rescue Plan Act Supplemental EDA Awards.

The Agency has reviewed the scope of work and stands ready to provide leadership to Vermont's businesses and communities as they continue to engage in critical recovery activities. From the beginning of the pandemic the Agency has played a central role in coordinating cross-agency recovery work, which includes strategic planning and oversight of the deployment of several millions of dollars in federal funds.

We are pleased to formally accept this designation and to continue to lead Vermont's recovery efforts, and fulfill our role of coordinating all State Agencies, external partners, businesses, and our communities in their recovery efforts.

Thank you for this opportunity.

Sincerely,

A handwritten signature in cursive script that reads "Lindsay A. Kunkle".

Secretary  
Agency of Commerce and Community Development



**EDA \$1M Statewide Economic Recovery Planning Grant Award**  
Award Ends 3/31/2024      26 Months implementing March 2022

2/28/2022

Per Nate 2/22/22

175,000.00 Salary/Fringe  
800,000.00 Contracted Service  
25,000.00 Operating

DS  
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1,000,000.00

**For AA-1 Fiscal Year Breakout**

	<u>Salary</u>	<u>Contract</u>	<u>Operating</u>	<u>Total</u>
<b>FY22</b>	50,000	400,000	20,000	<b>470,000</b>
<b>FY23</b>	100,000	350,000	5,000	<b>455,000</b>
<b>FY24</b>	25,000	50,000		<b>75,000</b>
	<u>175,000</u>	<u>800,000</u>	<u>25,000</u>	<u>1,000,000</u>