



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: James Reardon, Commissioner of Finance & Management  
From: Nathan Lavery, Fiscal Analyst  
Date: September 30, 2009  
Subject: JFO #2395

No Joint Fiscal Committee member has requested that the following item be held for review:

**JFO #2395** — \$17,500 grant from the Federal Emergency Management Agency to the Department of Public Safety. These grant funds will be used to purchase two underwater camera systems as part of an effort to monitor Vermont's waterways.  
[JFO received 8/31/09]

In accordance with 32 V.S.A. §5, the requisite 30 days having elapsed since this item was submitted to the Joint Fiscal Committee, the Governor's approval may now be considered final. We ask that you inform the Secretary of Administration and your staff of this action.

cc: Thomas Tremblay, Commissioner



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee Members  
From: Nathan Lavery, Fiscal Analyst  
Date: August 31, 2009  
Subject: Grant Requests

Enclosed please find four (4) requests that the Joint Fiscal Office has received from the administration:

**JFO #2392** — \$13,070 worth of materials and labor from Ennis Paint, Inc. to the Agency of Transportation. Ennis Paint will supply materials and installation of a road surface treatment designed to reduce winter accidents. The product will be evaluated by the State for effectiveness. The State is under no obligation to purchase or endorse this product.

*[JFO received 8/24/09]*

**JFO #2393** — \$22,500 grant from United States Department of Agriculture (USDA) Rural Development to Agriculture, Food and Markets. This grant will be used to develop a business plan and facilitate additional research into the development of a natural ice cider industry in Vermont.

*[JFO received 8/24/09]*

**JFO #2394** — \$40,000 grant from United States Department of Agriculture (USDA) Rural Development to Agriculture, Food and Markets. These grant funds will be used to conduct a feasibility study on place-based marketing related to Vermont artisan cheese.

*[JFO received 8/24/09]*

**JFO #2395** — \$17,500 grant from the Federal Emergency Management Agency to the Department of Public Safety. These grant funds will be used to purchase two underwater camera systems as part of an effort to monitor Vermont's waterways.

*[JFO received 8/31/09]*

The Joint Fiscal Office has reviewed these submissions and determined that all appropriate forms bearing the necessary approvals are in order. In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at (802) 828-1488; [nlavery@leg.state.vt.us](mailto: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 September 16 we will assume that you agree to consider as final the Governor's acceptance of these requests.

cc: James Reardon, Commissioner  
David Dill, Secretary  
Roger Allbee, Secretary  
Thomas Tremblay, Commissioner



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Representative William Lippert

From: Nathan Lavery, Fiscal Analyst

Date: August 31, 2009

Subject: JFO #2395

Representative Michael Obuchowski asked that I forward to you a copy of the enclosed grant materials and cover memo. He requests your observations regarding the enclosed item.

cc: Rep. Michael Obuchowski  
Stephen Klein

**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>		Public Safety will purchase two (2) underwater camera systems to enhance the Vermont State Police (VSP) SCUBA Team's capability to monitor and protect Vermont's waterways.			
<b>Date:</b>		8/19/2009			
<b>Department:</b>		Department of Public Safety			
<b>Legal Title of Grant:</b>		Port Security Grant Program			
<b>Federal Catalog #:</b>		97.056			
<b>Grant/Donor Name and Address:</b>		Department of Homeland Security, FEMA			
<b>Grant Period:</b>		<b>From:</b>	<b>To:</b>		
		6/1/2009	5/31/2012		
<b>Grant/Donation</b>					
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$17,500	\$	\$	\$17,500	
<b>Position Information:</b>		<b># Positions</b>	<b>Explanation/Comments</b>		
		0			
<b>Additional Comments:</b>		This non-ARRA grant complements an anticipated and separate ARRA grant that will enable the VSP to obtain 2 remotely operated vehicles for waterway surveillance.			
<b>Department of Finance &amp; Management</b>		<i>[Signature]</i>	(Initial) <i>DWS 8/20/09</i>		
<b>Secretary of Administration</b>		<i>[Signature]</i>	(Initial)		
<b>Sent To Joint Fiscal Office</b>		<i>8/26/09</i>	Date <i>8/26/09</i>		

**RECEIVED**  
 AUG 31 2009  
**JOINT FISCAL OFFICE**

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

**BASIC GRANT INFORMATION**

<b>1. Agency:</b>			
<b>2. Department:</b>		Public Safety	
<b>3. Program:</b>		Homeland Security	
<b>4. Legal Title of Grant:</b>		Port Security Grant Program	
<b>5. Federal Catalog #:</b>		97.056	
<b>6. Grant/Donor Name and Address:</b> Department of Homeland Security, FEMA Washington, DC 20528			
<b>7. Grant Period:</b>	<b>From:</b>	6/1/2009	<b>To:</b> 5/31/2012
<b>8. Purpose of Grant:</b> Through this accord, the Vermont Department of Public Safety will use grant funding in the amount of \$17,500 for costs related to enhancing the Nation's port and maritime infrastructure to prevent, protect, respond to, and recover from threats or acts of terrorism. These funds are intended to create a sustainable, risk-based effort for the protection of critical port infrastructure from terrorism, especially explosives and non-conventional threats that would cause major disruption to commerce and significant loss of life.			
<b>9. Impact on existing program if grant is not Accepted:</b> The Vermont Department of Public Safety will use these funds to purchase two Underwater Camera Systems. The need for underwater cameras would enhance the Scuba Team's capability to monitor and provide surveillance of maritime vessels and critical infrastructure surrounding Vermont's waterways. Leasing or renting this equipment will not prove to be beneficial to the team as it would take a longer amount of time to obtain and deploy the equipment in times of need. It is expected that these cameras will provide a low cost and effective means of search, monitoring and surveillance of Vermont's waterways			

**10. BUDGET INFORMATION**

	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2010	FY	FY	
Personal Services	\$4,000	\$	\$	Scuba Team Training
Operating Expenses	\$17,500	\$	\$	2 underwater cameras
Grants	\$	\$	\$	
<b>Total</b>	<b>\$21,500</b>	<b>\$</b>	<b>\$</b>	
<b>Revenues:</b>				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$4,000	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$17,500	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source )	\$	\$	\$	

REC'D AUG 12 2009

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

<b>Total</b>	\$21,500	\$	\$
<b>Appropriation No:</b>	2140071000	<b>Amount:</b>	\$17,500
			\$
			\$
			\$
			\$
			\$
			\$
		<b>Total</b>	\$17,500

**PERSONAL SERVICE INFORMATION**

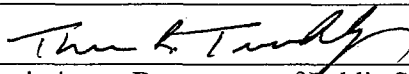
**11. Will monies from this grant be used to fund one or more Personal Service Contracts?**  Yes  No  
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

Appointing Authority Name: \_\_\_\_\_ Agreed by: \_\_\_\_\_ (initial)

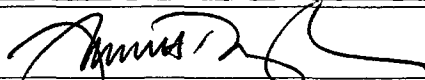
<b>12. Limited Service Position Information:</b>	<b># Positions</b>	<b>Title</b>
<b>Total Positions</b>		

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

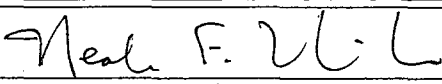
**13. AUTHORIZATION AGENCY/DEPARTMENT**

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: 	Date: 8/2/09
	Title: Commissioner, Department of Public Safety	
	Signature: _____	Date: _____
	Title: _____	

**14. ACTION BY GOVERNOR**

<input checked="" type="checkbox"/>	Check One Box: Accepted		8/25/09
<input type="checkbox"/>	Rejected	(Governor's signature)	Date: _____

**15. SECRETARY OF ADMINISTRATION**

<input checked="" type="checkbox"/>	Check One Box: Request to JFO		8/21/09
<input type="checkbox"/>	Information to JFO	(Secretary's signature or designee)	Date: _____

**16. DOCUMENTATION REQUIRED**

**Required GRANT Documentation**

<input 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)

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

<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**



Department of Homeland Security, FEMA  
Grant Programs Directorate

July 17, 2009

Washington, D.C. 20531

Commissioner Thomas R. Tremblay  
Vermont Department of Public Safety  
103 South Main Street  
Waterbury, VT 05671-2101

Dear Commissioner Tremblay:

I am pleased to inform you that the Grant Programs Directorate has approved the application for funding under the FY 09 Port Security Grant Program in the amount of \$17,500 for Vermont Department of Public Safety. As part of the Department of Homeland Security's (DHS) Infrastructure Protection Activities (IPA), the FY 2009 Port Security Grant Program is an important component of a coordinated, national effort to strengthen the security of America's critical infrastructure.

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, Venita Lane, Program Manager at (202) 786-9470;
- Financial and Payment Questions, Grants Management Division (GMD) at (866) 927-5646, or send an email to [ask-GMD@dhs.gov](mailto:ask-GMD@dhs.gov).

Congratulations, and we look forward to working with you.

Sincerely,

W. Ross Ashley, III  
Assistant Administrator, Grant Programs Directorate

Enclosures





Department of Homeland Security FEMA  
Grant Programs Directorate

Grant

PAGE 1 OF 2

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Vermont Department of Public Safety 103 South Main Street Waterbury, VT 05671-2101		4. AWARD NUMBER: 2009-PU-T9-0035	
		5. PROJECT PERIOD: FROM 06/01/2009 TO 05/31/2012 BUDGET PERIOD: FROM 06/01/2009 TO 05/31/2012	
		6. AWARD DATE: 07/17/2009	7. ACTION: Initial
1A. GRANTEE IRS/VENDOR NO. 036000274	8. SUPPLEMENT NUMBER 00		
		9. PREVIOUS AWARD AMOUNT \$ 0	
3. PROJECT TITLE FY 2009 Port Security Grant Program		10. AMOUNT OF THIS AWARD \$ 17,500	
		11. TOTAL AWARD \$ 17,500	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under Consolidated Security, Disaster Assistance, and Continuing Appropriations Act, 2009, P.L. No. 110-329			
15. METHOD OF PAYMENT PARS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING DHS OFFICIAL W. Ross Ashley, III Assistant Administrator, Grant Programs Directorate		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Thomas R. Tremblay Commissioner - VT Department of Public Safety	
17. SIGNATURE OF APPROVING DHS OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 	19A. DATE 8/3/09
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT 9 T PU 10 00 00 17500		21. PU09V40042	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Homeland Security  
FEMA  
Grant Programs Directorate

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 2 OF 2

PROJECT NUMBER 2009-PU-T9-0035

AWARD DATE 07/17/2009

*SPECIAL CONDITIONS*

~~1. The grantee and any subgrantee shall comply with the most recent version of the Administrative Requirements, Cost Principles, and Audit Requirements.~~ A non-exclusive list of regulations commonly applicable to DHS grants are listed below:

A. Administrative Requirements

1. 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
2. 2 CFR Part 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations (OMB Circular A-110)

B. Cost Principles

1. 2 CFR Part 225, Cost Principles for State, Local and Indian Tribal Governments (OMB Circular A-87)
2. 2 CFR Part 220, Cost Principles for Educational Institutions (OMB Circular A-21)
3. 2 CFR Part 230, Cost Principles for Non-Profit Organizations (OMB Circular A-122)
4. Federal Acquisition Regulations (FAR), Part 31.2 Contract Cost Principles and Procedures, Contracts with Commercial Organizations

C. Audit Requirements

1. OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations
2. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of FEMA.
3. The recipient agrees that all allocations and use of funds under this grant will be in accordance with the FY 2009 Port Security Grant Program guidance and application kit.
4. The grantee is prohibited from obligating, expending or drawing down funds provided through this award until a Budget Review is completed and approved by the Grants Management Division (GMD) and an official notice has been issued removing this special condition.
5. The grantee is prohibited from obligating, expending or drawing down funds provided through this award until all applicable programmatic documents are provided to and approved by the program office and an official notice has been issued removing this special condition.
6. The grantee is prohibited from obligating, expending or drawing down funds provided through this award until all applicable programmatic documents are provided for and approved by a DHS/FEMA Environmental and Historic Preservation review and an official notice has been issued removing this special condition.
7. Radiological detection equipment must be compliant with applicable national guidelines adopted by the U.S. Department of Homeland Security, including ANSI N323B-2003, ANSI N42.32-2003, ANSI N42.33-2003, and ANSI N42.35-2004.



Department of Homeland Security  
FEMA  
Grant Programs Directorate

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

**Grant**

PROJECT NUMBER

2009-PU-T9-0035

PAGE 1 OF 1

This project is supported under Consolidated Security, Disaster Assistance, and Continuing Appropriations Act, 2009, P.L. No. 110-329

1. STAFF CONTACT (Name & telephone number)

Vénita Lane  
(202) 786-9470

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

Jason E. Gosselin  
Director, Vermont Emergency Management  
103 South Main Street  
Waterbury, VT 05671-2101  
(802) 241-5445

3a. TITLE OF THE PROGRAM

FY 09 Port Security Grant Program

3b. POMS CODE (SEE INSTRUCTIONS  
ON REVERSE)

4. TITLE OF PROJECT

FY 2009 Port Security Grant Program

5. NAME & ADDRESS OF GRANTEE

Vermont Department of Public Safety  
103 South Main Street  
Waterbury, VT 05671-2101

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 06/01/2009 TO: 05/31/2012

8. BUDGET PERIOD

FROM: 06/01/2009 TO: 05/31/2012

9. AMOUNT OF AWARD

\$ 17,500

10. DATE OF AWARD

07/17/2009

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)

Through this accord, the Vermont Department of Public Safety will use grant funding in the amount of \$17,500 from the Fiscal Year 2009 Port Security Grant Program (PSGP) for costs related to enhancing the Nation's port and maritime infrastructure to prevent, protect, respond to, and recover from threats or acts of terrorism. Projects will be determined by the cooperative agreement and grant award processes. These funds are intended to create a sustainable, risk-based effort for the protection of critical port infrastructure from terrorism, especially explosives and non-conventional threats that would cause major disruption to commerce and significant loss of life.

Project 1 consists of Underwater Camera Systems with a federal award amount of \$17,500

# PSGP Investment Justification Template

Investment Heading	
Port Area	Northern New England (Portland, ME)
State	Vermont
Applicant Organization	Vermont State Police
Investment Name	Underwater Camera Systems
Investment Amount	\$17,500.00

## I. Background

*Note: This section only needs to be completed once per application, regardless of the number of Investments proposed. The information in this section provides background and context for the Investment(s) requested, but does not represent the evaluation criteria used by DHS for rating individual Investment proposals.*

I. Provide an overview of the port system in which this investment will take place	
Response Type	Narrative
Page Limit	Not to exceed 1 page
Response Instructions	<ul style="list-style-type: none"> <li>• Area of Operations:               <ul style="list-style-type: none"> <li>○ Identify COTP Zone</li> <li>○ Identify eligible port area</li> <li>○ Identify exact location of project site (i.e. physical address of facility being enhanced)</li> <li>○ Identify who the infrastructure (project site) is owned or operated by, if not by your own organization</li> </ul> </li> <li>• Point(s) of contact for organization (include contact information):               <ul style="list-style-type: none"> <li>○ Identify the organization's Authorizing Official for entering into grant agreement, including contact information (include sub-grantee entering agreement within Group 1 and 2 port areas under FA process)</li> <li>○ Identify the organization's primary point of contact for management of the project(s)</li> </ul> </li> <li>• Ownership or Operation:               <ul style="list-style-type: none"> <li>○ Identify whether the applicant is: (1) a private entity; (2) a state or local agency; or (3) a consortium composed of local stakeholder groups (i.e., river groups, ports, or terminal associations) representing federally regulated ports, terminals, US inspected passenger vessels or ferries.</li> </ul> </li> <li>• Role in providing layered protection of regulated entities (applicable to State or local agencies, consortia and associations only):               <ul style="list-style-type: none"> <li>○ Describe your organization's specific roles, responsibilities and activities in delivering layered protection</li> </ul> </li> <li>• Important features:               <ul style="list-style-type: none"> <li>○ Describe any operational issues you deem important to the consideration of your application (e.g., interrelationship of your operations with other eligible high-risk ports, etc.)</li> </ul> </li> </ul>
Response	<p><b>AREA OF OPERATIONS:</b>            The State of Vermont is part of the Northern New England (Portland, ME) COTP Zone. Vermont's northern border is comprised of land area as well as two large bodies of water, Lake Champlain and Lake Memphremagog. Both lakes define a portion of the Vermont/Canadian border. Lake Champlain is part of the Intracoastal Waterway and is the nation's sixth largest lake. While the equipment purchased through this grant program will be utilized throughout all Vermont waterways, it is expected that the greatest benefit will be provided to the ferry systems on Lake Champlain. The exact locations that will benefit from this funding include three ferry crossings and the surrounding areas on Lake Champlain. The locations of these crossings are Grand Isle, VT to Plattsburgh, NY; Burlington, VT to Port Kent, NY and Charlotte, VT to Essex, NY. The infrastructure of each facility is owned and operated by Lake Champlain Transportation.</p> <p><b>POINTS OF CONTACT:</b>            There will be no subgranting of funds under this program. The Department of Public Safety Commissioner, Thomas Tremblay, ttremblay@dps.state.vt.us, is the State Administrative Agent (SAA) for Vermont. The Vermont Homeland Security Unit is the authorized entity responsible for DHS Grants</p>

management. Capt. Walter Goodell (802-241-2532, [wgoodell@dps.state.vt.us](mailto:wgoodell@dps.state.vt.us)), Assistant Field Force Commander of the Vermont State Police (VSP), provides oversight of VSP's special teams, including the Scuba Team, and will be the primary point of contact for procuring equipment provided under this grant program.

**OWNERSHIP OR OPERATION:**

The applicant is the SAA for the state of Vermont – the Vermont Department of Public Safety. The underwater cameras for which this funding is being sought will be used towards enhancing IED and WMD prevention, protection, response and recovery capabilities in the areas surrounding Vermont's waterways and associated infrastructure. Lake Champlain Transportation (private entity), the Transportation Security Administration and the United States Coast Guard are in support of this grant request. The underwater camera system will be owned by the Vermont State Police and assigned to the Vermont State Police Scuba Team. The cameras will be available for use by other first response agencies and NGOs.

**ROLE IN PROVIDING LAYERED PROTECTION OF REGULATED ENTITIES:**

The Vermont State Police (VSP) is the largest law enforcement agency in Vermont. VSP serves as the primary law enforcement agency to over 55% of the population and over 80% of the municipalities within the state. Additionally, VSP has the primary responsibility to provide special teams support and mitigation within the state (Tactical Team, Bomb Squad, Scuba Team, Hostage Negotiation Unit, Search and Rescue Team). VSP is mandated by law to be the primary agency within VT for ground search and rescues and maintains a SAR Team along with local partners. VSP provides a specialized Scuba Team for body and evidence recoveries along with underwater infrastructure inspections. The VSP has a Marine Division that has the largest enforcement presence on our waterways. The Vermont Fusion Center serves as the focal point for all criminal intelligence in the state. VSP is also a member of the Vermont Joint Terrorism Task Force. VSP Troop Commanders provide a vital component to VT's Emergency Operations Plan. These Captains serve as the Public Safety District Coordinators for the four Public Safety Districts in the state. Their role in an all-hazards incident or event is vital to the state Emergency Operations Plan as they act as the communication link between the event and the State Emergency Operation Center. Additionally, the 12 State Police Barracks and Communication Centers within the barracks and Headquarters are key to any local, regional, and statewide response.

**IMPORTANT FEATURES:**

This investment will increase the VSP's abilities by allowing for the purchase of two underwater camera systems. These systems will reduce the risks involved with deploying scuba divers into hazardous conditions for the purposes of providing underwater security, vessel and infrastructure inspections, monitoring and surveillance dives. The use of underwater cameras will also reduce the need for manpower and increase the ability to sustain operations usually limited by a diver's air supply, depth and climate.

**II. Strategic and Program Priorities**

<b>II.A. Provide a brief abstract of the Investment</b>	
<b>Response Type</b>	Narrative
<b>Page Limit</b>	Not to exceed 1 page
<b>Response Instructions</b>	Provide a succinct statement summarizing this Investment
<b>Response</b>	The State of Vermont, through the SAA (Vermont Department of Public Safety) is seeking funding to purchase two underwater towable cameras. This enhancement to the Vermont State Police Scuba Team, Bomb Squad Team and Marine Division will provide additional capabilities of underwater security, surveillance, search and monitoring to prevent, protect, respond and

recover from the threat of waterborne IEDs, WMDs and other threats that may face Vermont's waterways.

The underwater cameras will be available for use by VSP's local first response partners, as well as federal partners, including the United States Coast Guard, and Lake Champlain Ferries, the primary NGO on Lake Champlain.

**II.B. Describe how the Investment will address one or more of the PSGP priorities and Area Maritime Security Plan or COTP Priorities (how it corresponds with PRMP for Group I and II)**

<b>Response Type</b>	Narrative
<b>Page Limit</b>	Not to exceed 1 page
<b>Response Instructions</b>	<ul style="list-style-type: none"><li>• Describe how, and the extent to which, the investment addresses:<ul style="list-style-type: none"><li>○ Enhancement of Maritime Domain Awareness</li><li>○ Enhancement of IED and WMD prevention, protection, response and recovery capabilities</li><li>○ Training and exercises</li><li>○ Efforts supporting the implementation of TWIC</li></ul></li><li>• Area Maritime Security Plan and/or Captain of the Port Priorities</li></ul>
<b>Response</b>	<p><b>ENHANCEMENT OF MARITIME DOMAIN AWARENESS:</b> There is no official Maritime Domain Awareness policies or procedures related to Vermont's waterways. Vermont falls within the area of responsibility for the COTP Sector Northern New England, Portland, ME. This investment will enhance command and control and provide and additional resource and option for the Incident Commander or Unified Command associated with maritime threats or incidents. This investment will provide an efficient and safe method for surveillance, searching or monitoring waterways, infrastructure and vessels.</p> <p><b>ENHANCEMENT OF IED &amp; WMD 4 MISSION AREAS:</b> This investment will enhance Vermont's capabilities to prevent, protect, respond to and recover from terrorist attacks employing IEDs, WMDs and other non-conventional weapons along Vermont's waterways. This will be accomplished by providing underwater surveillance and monitoring of maritime vessels and critical infrastructure. The equipment purchased under this program will enhance the safety of the Vermont State Police Scuba Team and its partners allowing the team to monitor an area remotely prior to physical entry.</p> <p><b>TRAINING AND EXERCISES:</b> The Vermont Homeland Security Unit conducted an HSEEP compliant Tabletop exercise in FY08 with Lake Champlain Transportation and local first responders at the Grand Isle crossing. A tabletop and full scale exercise are currently being planned for FY09 and will involve Lake Champlain Transportation and local responders from the Burlington crossing area, along with the Vermont State Police Scuba Team and Bomb Squad. These exercises will be supported with the equipment received from this grant program, and the use of the camera systems will be injected into each exercise scenario.</p> <p><b>EFFORTS SUPPORTING THE IMPLEMENTATION OF TWIC:</b> This investment will not support the implementation of the Transportation Worker Identification Credential (TWIC) Program.</p> <p><b>AREA MARITIME SECURITY PLAN &amp;/OR CAPT. OF THE PORT PRIORITIES:</b> At this time the Area Maritime Security Plan for this region is not complete. This document is currently being developed and a working group of stakeholders has been created. It is expected that the Vermont AMSP will be completed within twelve months.</p>

**III. Impact**

**III.A. Describe how the project offers the highest risk reduction potential at the least cost.**

<b>Response Type</b>	Narrative
<b>Page Limit</b>	Not to exceed ½ page
<b>Response Instructions</b>	<ul style="list-style-type: none"> <li>• Discuss how the project will reduce risk in a cost effective manner             <ul style="list-style-type: none"> <li>◦ Discuss how this investment will reduce risk (e.g., reduce vulnerabilities or mitigate the consequences of an event) by addressing the needs and priorities identified in earlier analysis and review. For facility specific investments, the anticipated risk reduction in MSRAM should be included</li> </ul> </li> </ul>
<b>Response</b>	<p>This investment will provide an efficient means of underwater monitoring and surveillance through the use of cameras when hazardous conditions may otherwise prevent the use of divers. The cameras are capable of finite and large scale monitoring, searching bodies of water and performing underwater inspections of critical infrastructure and vessels. The risks normally associated with deploying scuba divers to perform these functions will be reduced. The use of underwater cameras will also reduce the need for manpower and increase the ability to sustain operations usually limited by a diver's air supply, depth and climate.</p>

**III.B. Describe current capabilities similar to this Investment**

<b>Response Type</b>	Narrative
<b>Page Limit</b>	Not to exceed ½ page
<b>Response Instructions</b>	<ul style="list-style-type: none"> <li>• Describe how many agencies within the port have existing equipment that are the same or have similar capacity as the proposed project</li> <li>• Include the number of existing capabilities within the port that are identical or equivalent to the proposed project</li> </ul>
<b>Response</b>	<p>In addition to the Vermont State Police Scuba Team, there are two swift water rescue teams strategically positioned in Vermont: Colchester Technical Rescue and Stowe Mountain Rescue. The Scuba Team has one underwater camera. The camera has been in operation since the 1990's and has proven to be beneficial to the team; however, this piece of equipment is antiquated and not able to perform the functions that a new camera would provide. The new equipment will allow the Scuba Team to increase its underwater monitoring, security and search abilities. In addition to these camera systems, the Colchester Technical Rescue swift water rescue team has two underwater cameras. These camera's are designed for search and recovery as opposed to the surveillance and monitoring capabilities that will be provided with the equipment purchased under this program. The Stowe Mountain Rescue team does not have any underwater camera capabilities.</p>

**IV. Funding & Implementation Plan**

- Complete the IV.A. to identify the amount of funding you are requesting for this investment only
- Funds should be requested by allowable cost categories as identified below
- Applicants must make funding requests that are reasonable and justified by direct linkages to activities outlined in this particular Investment

*Note: Investments will be evaluated on the expected impact on security relative to the amount of the investment (i.e., cost effectiveness). An itemized Budget Detail Worksheet and Budget Narrative must also be completed for this investment. See following section for a sample format.*

The following template illustrates how the applicants should indicate the amount of FY 2009 PSGP funding required for the investment, how these funds will be allocated across the cost elements, and the required cash or in-kind match:

<b>IV.A. Investment Funding Plan</b>	<b>FY 2009 PSGP Request Total</b>	<b>Match (Cash or In-Kind)</b>	<b>Grand Total</b>
<b>Maritime Domain Awareness IED and WMD Prevention, Protection, Response and Recovery Capabilities</b>	\$17,500.00		\$17,500.000

<b>Training</b>		\$4,000.00	\$4,000.00
<b>Exercises</b>			
<b>TWIC Implementation</b>			
<b>Operational Packages (OPacks)</b>			
<b>M&amp;A</b>			
<b>Total</b>	\$17,500.00	\$4,000.00	\$21,500.00

**IV.B. Provide a high-level timeline, milestones and dates, for the implementation of this Investment such as stakeholder engagement, planning, major acquisitions or purchases, training, exercises, and process/policy updates. Up to 10 milestones may be provided.**

<b>Response Type</b>	Narrative
<b>Page Limit</b>	Not to exceed 1 page
<b>Response Instructions</b>	<ul style="list-style-type: none"> <li>• Only include major milestones that are critical to the success of the Investment</li> <li>• Milestones are for this discrete Investment – those that are covered by the requested FY 2009 PSGP funds and will be completed over the 36-month grant period starting from the award date, giving consideration for review and approval process up to 12 months (estimate 24 month project period)</li> <li>• Milestones should be kept to high-level, major tasks that will need to occur (i.e. Design and development, begin procurement process, site preparations, installation, project completion, etc.)</li> <li>• List any relevant information that will be critical to the successful completion of the milestone (such as those examples listed in the question text above)</li> </ul>
<b>Response</b>	<p>Milestone #1 – Once the grant award is accepted, the bidding process will begin. October, 2009 – November, 2009</p> <p>Milestone #2 – Once the bidding process is complete, a vendor will be selected and equipment will be purchased – November, 2009 – December, 2009</p> <p>Milestone #3 – Equipment will be delivered and inspected – January, 2010.</p> <p>Milestone #4 – Team members will train on the equipment – February, 2010</p> <p>Milestone #5 – The Vermont State Police Scuba Team Leader will advise local first responders and private sector partners on the availability of a new underwater monitor and surveillance capability – February, 2010</p> <p>Milestone #6 – The Vermont State Police Scuba Team will participate in a full scale exercise utilizing this new capability. – September, 2010</p>



# Vermont Port Security Grant Budget Detail Worksheet

**A. Personnel.** List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

There are no personnel costs associated with Vermont's Port Security Grant Application.

<u>Name/Position</u>	<u>Computation</u>	<u>Cost</u>
----------------------	--------------------	-------------

**Note:** Personnel costs are only allowable for direct management and administration of the grant award, i.e., preparation of mandatory post-award reports.

TOTAL     0    

**B. Fringe Benefits.** Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation and Unemployment Compensation.

As there are no personnel costs there will be no fringe benefits associated with Vermont grant request.

<u>Name/Position</u>	<u>Computation</u>	<u>Cost</u>
----------------------	--------------------	-------------

TOTAL     0    

**Total Personnel & Fringe Benefits**     0    

**C. Travel.** Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit costs involved. Identify the location of travel, if known. Indicate source of Travel Policies applied, Applicant or Federal Travel Regulations.

There is no travel costs associated with Vermont's grant request.

<u>Purpose of Travel</u>	<u>Location</u>	<u>Item</u>	<u>Computation Cost</u>
--------------------------	-----------------	-------------	-------------------------

TOTAL     0

**D. Equipment.** List non-expendable items that are to be purchased. Non-expendable equipment is tangible property having a useful life of more than two years. (Note: Organization's own capitalization policy and threshold amount for classification of equipment may be used). Expendable items should be included either in the "Supplies" category or in the "Other" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

<u>Item</u>	<u>Computation</u>	<u>Cost</u>
Two (2) Underwater Camera Systems	\$8,750.00 per unit _	\$17,500.00

**Budget Narrative:** Provide a narrative budget justification for each of the budget items identified.

The Vermont Department of Public Safety is requesting funds to purchase two XXXX Underwater Camera Systems. These systems will be owned by the Vermont State Police and assigned to the Department's Scuba Team. The need for underwater cameras would enhance the Scuba Team's capability to monitor and provide surveillance of maritime vessels and critical infrastructure surrounding Vermont's waterways. Leasing or renting this equipment will not prove to be beneficial to the team as it would take a longer amount of time to obtain deploy the equipment in times of need. It is expected that these cameras will provide a low cost and effective means of search, monitoring and surveillance of Vermont's waterways

Vermont state agencies are guided by strict state contract and purchasing policies. A sole source contract and purchasing order would be used to purchase the two XXXX Underwater Cameras.

**TOTAL** \$17,500.00

**E. Supplies.** List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. (Note: Organization's own capitalization policy and threshold amount for classification of supplies may be used). Generally, supplies include any materials that are expendable or consumed during the course of the project. These costs will contribute to the 3 percent M&A cap.

<u>Supply Items</u>	<u>Computation</u>	<u>Cost</u>
<b>TOTAL</b> <u>0</u>		

**F. Consultants/Contracts.** Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisition Regulations are followed.

**Consultant Fees:** For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project.



There are no additional costs or "other," costs associated with this investment. The cameras will be stored within the Vermont State Police Scuba Truck.

**Important Note:** If applicable to the project, construction costs should be included in this section of the Budget Detail Worksheet.

TOTAL     0    

**H. Indirect Costs.** Indirect costs are allowed only if the applicant has a federally approved indirect cost rate. A copy of the rate approval, (a fully executed, negotiated agreement), must be attached. If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant's accounting system permits, costs may be allocated in the direct costs categories.

<u>Description</u>	<u>Computation</u>	<u>Cost</u>
TOTAL	<u>    0    </u>	

**Budget Summary** - When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal funds requested and the amount of non-Federal funds that will support the project.

<u>Budget Category</u>	<u>Federal Amount</u>	<u>Non-Federal Amount</u>
A. Personnel	_____	_____
B. Fringe Benefits	_____	_____
C. Travel	_____	_____
D. Equipment	<u>\$17,500.00</u>	<u>\$4,000.00</u>
E. Supplies	_____	_____
F. Consultants/Contracts	_____	_____
G. Other	_____	_____
<b>Total Direct Costs</b>	<u>\$17,500.00</u>	<u>\$4,000.00</u>
H. Indirect Costs	_____	_____
<b>* TOTAL PROJECT COSTS</b>	<u>\$17,500.00</u>	<u>\$4,000.00</u>

**Federal Request**

\$17,500.00

**Non-Federal Amount**

\$4,000.00

**Dept. of Public Safety  
Administration Division  
Accounting Unit**

# Memo

**To:** David Beatty, Budget & Management Analyst  
**From:** Tracy O'Connell, Programs Administration Supervisor *TO*  
**Date:** 08/10/2009  
**CC:** file  
**Re:** Request for Grant Acceptance

---

Attached you will find a Request for Grant Acceptance for the Port Security Grant Program received from U.S. Department of Homeland Security.

If you have any questions, please contact me at 802-241-5574 or [toconnel@dps.state.vt.us](mailto:toconnel@dps.state.vt.us).

Thank you.

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

Agency of Administration

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

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

<b>Grant Summary:</b>		Public Safety will purchase two (2) underwater camera systems to enhance the Vermont State Police (VSP) SCUBA Team's capability to monitor and protect Vermont's waterways.			
<b>Date:</b>		8/19/2009			
<b>Department:</b>		Department of Public Safety			
<b>Legal Title of Grant:</b>		Port Security Grant Program			
<b>Federal Catalog #:</b>		97.056			
<b>Grant/Donor Name and Address:</b>		Department of Homeland Security, FEMA			
<b>Grant Period:</b>		<b>From:</b>	<b>To:</b>		
		6/1/2009	5/31/2012		
<b>Grant/Donation</b>					
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$17,500	\$	\$	\$17,500	
<b>Position Information:</b>		<b># Positions</b>	<b>Explanation/Comments</b>		
		0			
<b>Additional Comments:</b>		This non-ARRA grant complements an anticipated and separate ARRA grant that will enable the VSP to obtain 2 remotely operated vehicles for waterway surveillance.			
<b>Department of Finance &amp; Management</b>		<i>[Signature]</i>	(Initial) <i>DWS 8/20/09</i>		
<b>Secretary of Administration</b>		<i>[Signature]</i>	(Initial)		
<b>Sent To Joint Fiscal Office</b>		<i>8/26/09</i>	Date <i>8/26/09</i>		

**RECEIVED**  
 AUG 31 2009  
**JOINT FISCAL OFFICE**

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

**BASIC GRANT INFORMATION**

<b>1. Agency:</b>	
<b>2. Department:</b>	Public Safety
<b>3. Program:</b>	Homeland Security
<b>4. Legal Title of Grant:</b>	Port Security Grant Program
<b>5. Federal Catalog #:</b>	97.056
<b>6. Grant/Donor Name and Address:</b> Department of Homeland Security, FEMA Washington, DC 20528	
<b>7. Grant Period:</b>	<b>From:</b> 6/1/2009 <b>To:</b> 5/31/2012

**8. Purpose of Grant:**  
Through this accord, the Vermont Department of Public Safety will use grant funding in the amount of \$17,500 for costs related to enhancing the Nation's port and maritime infrastructure to prevent, protect, respond to, and recover from threats or acts of terrorism. These funds are intended to create a sustainable, risk-based effort for the protection of critical port infrastructure from terrorism, especially explosives and non-conventional threats that would cause major disruption to commerce and significant loss of life.

**9. Impact on existing program if grant is not Accepted:**  
The Vermont Department of Public Safety will use these funds to purchase two Underwater Camera Systems. The need for underwater cameras would enhance the Scuba Team's capability to monitor and provide surveillance of maritime vessels and critical infrastructure surrounding Vermont's waterways. Leasing or renting this equipment will not prove to be beneficial to the team as it would take a longer amount of time to obtain and deploy the equipment in times of need. It is expected that these cameras will provide a low cost and effective means of search, monitoring and surveillance of Vermont's waterways

**10. BUDGET INFORMATION**

	SFY 1 FY 2010	SFY 2 FY	SFY 3 FY	Comments
<b>Expenditures:</b>				
Personal Services	\$4,000	\$	\$	Scuba Team Training
Operating Expenses	\$17,500	\$	\$	2 underwater cameras
Grants	\$	\$	\$	
<b>Total</b>	<b>\$21,500</b>	<b>\$</b>	<b>\$</b>	
<b>Revenues:</b>				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$4,000	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$17,500	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source )	\$	\$	\$	

REC'D AUG 1 2 2009



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

<b>Total</b>	\$21,500	\$	\$
<b>Appropriation No:</b>	2140071000	<b>Amount:</b>	\$17,500
			\$
			\$
			\$
			\$
			\$
		<b>Total</b>	\$17,500

**PERSONAL SERVICE INFORMATION**

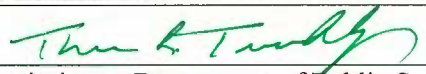
**11. Will monies from this grant be used to fund one or more Personal Service Contracts?**  Yes  No  
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.  
 Appointing Authority Name: \_\_\_\_\_ Agreed by: \_\_\_\_\_ (initial)

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

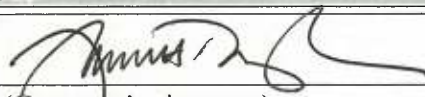
**12a. Equipment and space for these positions:**  Is presently available.  Can be obtained with available funds.

**13. AUTHORIZATION AGENCY/DEPARTMENT**

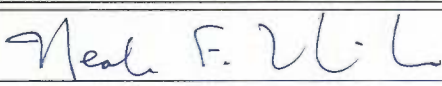
I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-IPN (if applicable):

Signature: 	Date: 8/2/09
Title: Commissioner, Department of Public Safety	
Signature:	Date:
Title:	

**14. ACTION BY GOVERNOR**

<input checked="" type="checkbox"/> Check One Box: Accepted		8/25/09
<input type="checkbox"/> Rejected	(Governor's signature)	Date:

**15. SECRETARY OF ADMINISTRATION**

<input checked="" type="checkbox"/> Check One Box: Request to JFO		8/21/09
<input type="checkbox"/> Information to JFO	(Secretary's signature or designee)	Date:

**16. DOCUMENTATION REQUIRED**

**Required GRANT Documentation**

<input 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)

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

<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**



Department of Homeland Security, FEMA  
Grant Programs Directorate

July 17, 2009

Washington, D.C. 20531

Commissioner Thomas R. Tremblay  
Vermont Department of Public Safety  
103 South Main Street  
Waterbury, VT 05671-2101

Dear Commissioner Tremblay:

I am pleased to inform you that the Grant Programs Directorate has approved the application for funding under the FY 09 Port Security Grant Program in the amount of \$17,500 for Vermont Department of Public Safety. As part of the Department of Homeland Security's (DHS) Infrastructure Protection Activities (IPA), the FY 2009 Port Security Grant Program is an important component of a coordinated, national effort to strengthen the security of America's critical infrastructure.

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, Venita Lane, Program Manager at (202) 786-9470;
- Financial and Payment Questions, Grants Management Division (GMD) at (866) 927-5646, or send an email to [ask-GMD@dhs.gov](mailto:ask-GMD@dhs.gov).

Congratulations, and we look forward to working with you.

Sincerely,

W. Ross Ashley, III  
Assistant Administrator, Grant Programs Directorate

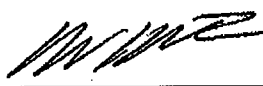
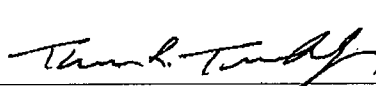
Enclosures



Department of Homeland Security FEMA  
Grant Programs Directorate

Grant

PAGE 1 OF 2

<b>I. RECIPIENT NAME AND ADDRESS (Including Zip Code)</b> Vermont Department of Public Safety 103 South Main Street Waterbury, VT 05671-2101		<b>4. AWARD NUMBER:</b> 2009-PU-T9-0035																	
		<b>5. PROJECT PERIOD: FROM</b> 06/01/2009 <b>TO</b> 05/31/2012 <b>BUDGET PERIOD: FROM</b> 06/01/2009 <b>TO</b> 05/31/2012																	
		<b>6. AWARD DATE:</b> 07/17/2009	<b>7. ACTION:</b>																
<b>1A. GRANTEE IRS/VENDOR NO.</b> 036000274		<b>8. SUPPLEMENT NUMBER</b> 00	<b>Initial</b>																
		<b>9. PREVIOUS AWARD AMOUNT</b> \$ 0																	
<b>3. PROJECT TITLE</b> FY 2009 Port Security Grant Program		<b>10. AMOUNT OF THIS AWARD</b> \$ 17,500																	
		<b>11. TOTAL AWARD</b> \$ 17,500																	
<b>12. SPECIAL CONDITIONS</b> THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).																			
<b>13. STATUTORY AUTHORITY FOR GRANT</b> This project is supported under Consolidated Security, Disaster Assistance, and Continuing Appropriations Act, 2009, P.L. No. 110-329																			
<b>15. METHOD OF PAYMENT</b> PARS																			
<b>AGENCY APPROVAL</b>		<b>GRANTEE ACCEPTANCE</b>																	
<b>16. TYPED NAME AND TITLE OF APPROVING DHS OFFICIAL</b> W. Ross Ashley, III Assistant Administrator, Grant Programs Directorate		<b>18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL</b> Thomas R. Trembley Commissioner - VT Department of Public Safety																	
<b>17. SIGNATURE OF APPROVING DHS OFFICIAL</b> 		<b>19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL</b> 	<b>19A. DATE</b> 8/3/09																
<b>AGENCY USE ONLY</b>																			
<b>20. ACCOUNTING CLASSIFICATION CODES</b> <table border="1"> <thead> <tr> <th>FISCAL YEAR</th> <th>FUND CODE</th> <th>BUD. ACT.</th> <th>OFC.</th> <th>DIV. REG.</th> <th>SUB.</th> <th>POMS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>9</td> <td>T</td> <td>PU</td> <td>10</td> <td>00</td> <td>00</td> <td></td> <td>17500</td> </tr> </tbody> </table>		FISCAL YEAR	FUND CODE	BUD. ACT.	OFC.	DIV. REG.	SUB.	POMS	AMOUNT	9	T	PU	10	00	00		17500	<b>21. PU09V40042</b>	
FISCAL YEAR	FUND CODE	BUD. ACT.	OFC.	DIV. REG.	SUB.	POMS	AMOUNT												
9	T	PU	10	00	00		17500												

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Homeland Security  
FEMA  
Grant Programs Directorate

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 2 OF 2

PROJECT NUMBER 2009-PU-T9-0035

AWARD DATE 07/17/2009

**SPECIAL CONDITIONS**

1. ~~The grantee and any subgrantee shall comply with the most recent version of the Administrative Requirements, Cost Principles, and Audit Requirements.~~ A non-exclusive list of regulations commonly applicable to DHS grants are listed below:

**A. Administrative Requirements**

1. 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
2. 2 CFR Part 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations (OMB Circular A-110)

**B. Cost Principles**

1. 2 CFR Part 225, Cost Principles for State, Local and Indian Tribal Governments (OMB Circular A-87)
2. 2 CFR Part 220, Cost Principles for Educational Institutions (OMB Circular A-21)
3. 2 CFR Part 230, Cost Principles for Non-Profit Organizations (OMB Circular A-122)
4. Federal Acquisition Regulations (FAR), Part 31.2 Contract Cost Principles and Procedures, Contracts with Commercial Organizations

**C. Audit Requirements**

1. OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations
2. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of FEMA.
3. The recipient agrees that all allocations and use of funds under this grant will be in accordance with the FY 2009 Port Security Grant Program guidance and application kit.
4. The grantee is prohibited from obligating, expending or drawing down funds provided through this award until a Budget Review is completed and approved by the Grants Management Division (GMD) and an official notice has been issued removing this special condition.
5. The grantee is prohibited from obligating, expending or drawing down funds provided through this award until all applicable programmatic documents are provided to and approved by the program office and an official notice has been issued removing this special condition.
6. The grantee is prohibited from obligating, expending or drawing down funds provided through this award until all applicable programmatic documents are provided for and approved by a DHS/FEMA Environmental and Historic Preservation review and an official notice has been issued removing this special condition.
7. Radiological detection equipment must be compliant with applicable national guidelines adopted by the U.S. Department of Homeland Security, including ANSI N323B-2003, ANSI N42.32-2003, ANSI N42.33-2003, and ANSI N42.35-2004.



Department of Homeland Security  
FEMA  
Grant Programs Directorate

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

**Grant**

PROJECT NUMBER

2009-PU-T9-0035

PAGE 1 OF 1

This project is supported under Consolidated Security, Disaster Assistance, and Continuing Appropriations Act, 2009, P.L. No. 110-329

1. STAFF CONTACT (Name & telephone number)

Venita Lane  
(202) 786-9470

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

Jason E. Gosselin  
Director, Vermont Emergency Management  
103 South Main Street  
Waterbury, VT 05671-2101  
(802) 241-5445

3a. TITLE OF THE PROGRAM

FY 09 Port Security Grant Program

3b. POMS CODE (SEE INSTRUCTIONS  
ON REVERSE)

4. TITLE OF PROJECT

FY 2009 Port Security Grant Program

5. NAME & ADDRESS OF GRANTEE

Vermont Department of Public Safety  
103 South Main Street  
Waterbury, VT 05671-2101

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 06/01/2009 TO: 05/31/2012

8. BUDGET PERIOD

FROM: 06/01/2009 TO: 05/31/2012

9. AMOUNT OF AWARD

\$ 17,500

10. DATE OF AWARD

07/17/2009

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)

Through this accord, the Vermont Department of Public Safety will use grant funding in the amount of \$17,500 from the Fiscal Year 2009 Port Security Grant Program (PSGP) for costs related to enhancing the Nation's port and maritime infrastructure to prevent, protect, respond to, and recover from threats or acts of terrorism. Projects will be determined by the cooperative agreement and grant award processes. These funds are intended to create a sustainable, risk-based effort for the protection of critical port infrastructure from terrorism, especially explosives and non-conventional threats that would cause major disruption to commerce and significant loss of life.

Project 1 consists of Underwater Camera Systems with a federal award amount of \$17,500

# PSGP Investment Justification Template

<b>Investment Heading</b>	
<b>Port Area</b>	Northern New England (Portland, ME)
<b>State</b>	Vermont
<b>Applicant Organization</b>	Vermont State Police
<b>Investment Name</b>	Underwater Camera Systems
<b>Investment Amount</b>	\$17,500.00

## I. Background

*Note: This section only needs to be completed once per application, regardless of the number of Investments proposed. The information in this section provides background and context for the Investment(s) requested, but does not represent the evaluation criteria used by DHS for rating individual Investment proposals.*

<b>I. Provide an overview of the port system in which this investment will take place</b>	
<b>Response Type</b>	Narrative
<b>Page Limit</b>	Not to exceed 1 page
<b>Response Instructions</b>	<ul style="list-style-type: none"> <li>• Area of Operations:               <ul style="list-style-type: none"> <li>○ Identify COTP Zone</li> <li>○ Identify eligible port area</li> <li>○ Identify exact location of project site (i.e. physical address of facility being enhanced)</li> <li>○ Identify who the infrastructure (project site) is owned or operated by, if not by your own organization</li> </ul> </li> <li>• Point(s) of contact for organization (include contact information):               <ul style="list-style-type: none"> <li>○ Identify the organization's Authorizing Official for entering into grant agreement, including contact information (include sub-grantee entering agreement within Group 1 and 2 port areas under FA process)</li> <li>○ Identify the organization's primary point of contact for management of the project(s)</li> </ul> </li> <li>• Ownership or Operation:               <ul style="list-style-type: none"> <li>○ Identify whether the applicant is: (1) a private entity; (2) a state or local agency; or (3) a consortium composed of local stakeholder groups (i.e., river groups, ports, or terminal associations) representing federally regulated ports, terminals, US inspected passenger vessels or ferries.</li> </ul> </li> <li>• Role in providing layered protection of regulated entities (applicable to State or local agencies, consortia and associations only):               <ul style="list-style-type: none"> <li>○ Describe your organization's specific roles, responsibilities and activities in delivering layered protection</li> </ul> </li> <li>• Important features:               <ul style="list-style-type: none"> <li>○ Describe any operational issues you deem important to the consideration of your application (e.g., interrelationship of your operations with other eligible high-risk ports, etc.)</li> </ul> </li> </ul>
<b>Response</b>	<p><b>AREA OF OPERATIONS:</b>            The State of Vermont is part of the Northern New England (Portland, ME) COTP Zone. Vermont's northern border is comprised of land area as well as two large bodies of water, Lake Champlain and Lake Memphremagog. Both lakes define a portion of the Vermont/Canadian border. Lake Champlain is part of the Intracoastal Waterway and is the nation's sixth largest lake. While the equipment purchased through this grant program will be utilized throughout all Vermont waterways, it is expected that the greatest benefit will be provided to the ferry systems on Lake Champlain. The exact locations that will benefit from this funding include three ferry crossings and the surrounding areas on Lake Champlain. The locations of these crossings are Grand Isle, VT to Plattsburgh, NY; Burlington, VT to Port Kent, NY and Charlotte, VT to Essex, NY. The infrastructure of each facility is owned and operated by Lake Champlain Transportation.</p> <p><b>POINTS OF CONTACT:</b>            There will be no subgranting of funds under this program. The Department of Public Safety Commissioner, Thomas Tremblay, <a href="mailto:ttremblay@dps.state.vt.us">ttremblay@dps.state.vt.us</a>, is the State Administrative Agent (SAA) for Vermont. The Vermont Homeland Security Unit is the authorized entity responsible for DHS Grants</p>

management. Capt. Walter Goodell (802-241-2532, [wgoodell@dps.state.vt.us](mailto:wgoodell@dps.state.vt.us)), Assistant Field Force Commander of the Vermont State Police (VSP), provides oversight of VSP's special teams, including the Scuba Team, and will be the primary point of contact for procuring equipment provided under this grant program.

**OWNERSHIP OR OPERATION:**

The applicant is the SAA for the state of Vermont – the Vermont Department of Public Safety. The underwater cameras for which this funding is being sought will be used towards enhancing IED and WMD prevention, protection, response and recovery capabilities in the areas surrounding Vermont's waterways and associated infrastructure. Lake Champlain Transportation (private entity), the Transportation Security Administration and the United States Coast Guard are in support of this grant request. The underwater camera system will be owned by the Vermont State Police and assigned to the Vermont State Police Scuba Team. The cameras will be available for use by other first response agencies and NGOs.

**ROLE IN PROVIDING LAYERED PROTECTION OF REGULATED ENTITIES:**

The Vermont State Police (VSP) is the largest law enforcement agency in Vermont. VSP serves as the primary law enforcement agency to over 55% of the population and over 80% of the municipalities within the state. Additionally, VSP has the primary responsibility to provide special teams support and mitigation within the state (Tactical Team, Bomb Squad, Scuba Team, Hostage Negotiation Unit, Search and Rescue Team). VSP is mandated by law to be the primary agency within VT for ground search and rescues and maintains a SAR Team along with local partners. VSP provides a specialized Scuba Team for body and evidence recoveries along with underwater infrastructure inspections. The VSP has a Marine Division that has the largest enforcement presence on our waterways. The Vermont Fusion Center serves as the focal point for all criminal intelligence in the state. VSP is also a member of the Vermont Joint Terrorism Task Force. VSP Troop Commanders provide a vital component to VT's Emergency Operations Plan. These Captains serve as the Public Safety District Coordinators for the four Public Safety Districts in the state. Their role in an all-hazards incident or event is vital to the state Emergency Operations Plan as they act as the communication link between the event and the State Emergency Operation Center. Additionally, the 12 State Police Barracks and Communication Centers within the barracks and Headquarters are key to any local, regional, and statewide response.

**IMPORTANT FEATURES:**

This investment will increase the VSP's abilities by allowing for the purchase of two underwater camera systems. These systems will reduce the risks involved with deploying scuba divers into hazardous conditions for the purposes of providing underwater security, vessel and infrastructure inspections, monitoring and surveillance dives. The use of underwater cameras will also reduce the need for manpower and increase the ability to sustain operations usually limited by a diver's air supply, depth and climate.

**II. Strategic and Program Priorities**

<b>II.A. Provide a brief abstract of the Investment</b>	
<b>Response Type</b>	Narrative
<b>Page Limit</b>	Not to exceed 1 page
<b>Response Instructions</b>	Provide a succinct statement summarizing this Investment
<b>Response</b>	The State of Vermont, through the SAA (Vermont Department of Public Safety) is seeking funding to purchase two underwater towable cameras. This enhancement to the Vermont State Police Scuba Team, Bomb Squad Team and Marine Division will provide additional capabilities of underwater security, surveillance, search and monitoring to prevent, protect, respond and



recover from the threat of waterborne IEDs, WMDs and other threats that may face Vermont's waterways.

The underwater cameras will be available for use by VSP's local first response partners, as well as federal partners, including the United States Coast Guard, and Lake Champlain Ferries, the primary NGO on Lake Champlain.

**II.B. Describe how the Investment will address one or more of the PSGP priorities and Area Maritime Security Plan or COTP Priorities (how it corresponds with PRMP for Group I and II)**

<b>Response Type</b>	Narrative
<b>Page Limit</b>	Not to exceed 1 page
<b>Response Instructions</b>	<ul style="list-style-type: none"><li>• Describe how, and the extent to which, the investment addresses:<ul style="list-style-type: none"><li>○ Enhancement of Maritime Domain Awareness</li><li>○ Enhancement of IED and WMD prevention, protection, response and recovery capabilities</li><li>○ Training and exercises</li><li>○ Efforts supporting the implementation of TWIC</li></ul></li><li>• Area Maritime Security Plan and/or Captain of the Port Priorities</li></ul>

<b>Response</b>	<p><b>ENHANCEMENT OF MARITIME DOMAIN AWARENESS:</b> There is no official Maritime Domain Awareness policies or procedures related to Vermont's waterways. Vermont falls within the area of responsibility for the COTP Sector Northern New England, Portland, ME. This investment will enhance command and control and provide and additional resource and option for the Incident Commander or Unified Command associated with maritime threats or incidents. This investment will provide an efficient and safe method for surveillance, searching or monitoring waterways, infrastructure and vessels.</p> <p><b>ENHANCEMENT OF IED &amp; WMD 4 MISSION AREAS:</b> This investment will enhance Vermont's capabilities to prevent, protect, respond to and recover from terrorist attacks employing IEDs, WMDs and other non-conventional weapons along Vermont's waterways. This will be accomplished by providing underwater surveillance and monitoring of maritime vessels and critical infrastructure. The equipment purchased under this program will enhance the safety of the Vermont State Police Scuba Team and its partners allowing the team to monitor an area remotely prior to physical entry.</p> <p><b>TRAINING AND EXERCISES:</b> The Vermont Homeland Security Unit conducted an HSEEP compliant Tabletop exercise in FY08 with Lake Champlain Transportation and local first responders at the Grand Isle crossing. A tabletop and full scale exercise are currently being planned for FY09 and will involve Lake Champlain Transportation and local responders from the Burlington crossing area, along with the Vermont State Police Scuba Team and Bomb Squad. These exercises will be supported with the equipment received from this grant program, and the use of the camera systems will be injected into each exercise scenario.</p> <p><b>EFFORTS SUPPORTING THE IMPLEMENTATION OF TWIC:</b> This investment will not support the implementation of the Transportation Worker Identification Credential (TWIC) Program.</p> <p><b>AREA MARITIME SECURITY PLAN &amp;/OR CAPT. OF THE PORT PRIORITIES:</b> At this time the Area Maritime Security Plan for this region is not complete. This document is currently being developed and a working group of stakeholders has been created. It is expected that the Vermont AMSP will be completed within twelve months.</p>
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**III. Impact**

**III.A. Describe how the project offers the highest risk reduction potential at the least cost.**

<b>Response Type</b>	Narrative
<b>Page Limit</b>	Not to exceed ½ page
<b>Response Instructions</b>	<ul style="list-style-type: none"> <li>• Discuss how the project will reduce risk in a cost effective manner             <ul style="list-style-type: none"> <li>◦ Discuss how this investment will reduce risk (e.g., reduce vulnerabilities or mitigate the consequences of an event) by addressing the needs and priorities identified in earlier analysis and review. For facility specific investments, the anticipated risk reduction in MSRAM should be included</li> </ul> </li> </ul>
<b>Response</b>	<p>This investment will provide an efficient means of underwater monitoring and surveillance through the use of cameras when hazardous conditions may otherwise prevent the use of divers. The cameras are capable of finite and large scale monitoring, searching bodies of water and performing underwater inspections of critical infrastructure and vessels. The risks normally associated with deploying scuba divers to perform these functions will be reduced. The use of underwater cameras will also reduce the need for manpower and increase the ability to sustain operations usually limited by a diver's air supply, depth and climate.</p>

**III.B. Describe current capabilities similar to this Investment**

<b>Response Type</b>	Narrative
<b>Page Limit</b>	Not to exceed ½ page
<b>Response Instructions</b>	<ul style="list-style-type: none"> <li>• Describe how many agencies within the port have existing equipment that are the same or have similar capacity as the proposed project</li> <li>• Include the number of existing capabilities within the port that are identical or equivalent to the proposed project</li> </ul>
<b>Response</b>	<p>In addition to the Vermont State Police Scuba Team, there are two swift water rescue teams strategically positioned in Vermont: Colchester Technical Rescue and Stowe Mountain Rescue. The Scuba Team has one underwater camera. The camera has been in operation since the 1990's and has proven to be beneficial to the team; however, this piece of equipment is antiquated and not able to perform the functions that a new camera would provide. The new equipment will allow the Scuba Team to increase its underwater monitoring, security and search abilities. In addition to these camera systems, the Colchester Technical Rescue swift water rescue team has two underwater cameras. These camera's are designed for search and recovery as opposed to the surveillance and monitoring capabilities that will be provided with the equipment purchased under this program. The Stowe Mountain Rescue team does not have any underwater camera capabilities.</p>

**IV. Funding & Implementation Plan**

- Complete the IV.A. to identify the amount of funding you are requesting for this investment only
- Funds should be requested by allowable cost categories as identified below
- Applicants must make funding requests that are reasonable and justified by direct linkages to activities outlined in this particular Investment

*Note: Investments will be evaluated on the expected impact on security relative to the amount of the investment (i.e., cost effectiveness). An itemized Budget Detail Worksheet and Budget Narrative must also be completed for this investment. See following section for a sample format.*

The following template illustrates how the applicants should indicate the amount of FY 2009 PSGP funding required for the investment, how these funds will be allocated across the cost elements, and the required cash or in-kind match:

<b>IV.A. Investment Funding Plan</b>	<b>FY 2009 PSGP Request Total</b>	<b>Match (Cash or In-Kind)</b>	<b>Grand Total</b>
<b>Maritime Domain Awareness IED and WMD Prevention, Protection, Response and Recovery Capabilities</b>	\$17,500.00		\$17,500.000

<b>Training</b>		\$4,000.00	\$4,000.00
<b>Exercises</b>			
<b>TWIC Implementation</b>			
<b>Operational Packages (OPacks)</b>			
<b>M&amp;A</b>			
<b>Total</b>	\$17,500.00	\$4,000.00	\$21,500.00

**IV.B. Provide a high-level timeline, milestones and dates, for the implementation of this Investment such as stakeholder engagement, planning, major acquisitions or purchases, training, exercises, and process/policy updates. Up to 10 milestones may be provided.**

<b>Response Type</b>	Narrative
<b>Page Limit</b>	Not to exceed 1 page
<b>Response Instructions</b>	<ul style="list-style-type: none"> <li>• Only include major milestones that are critical to the success of the Investment</li> <li>• Milestones are for this discrete Investment – those that are covered by the requested FY 2009 PSGP funds and will be completed over the 36-month grant period starting from the award date, giving consideration for review and approval process up to 12 months (estimate 24 month project period)</li> <li>• Milestones should be kept to high-level, major tasks that will need to occur (i.e. Design and development, begin procurement process, site preparations, installation, project completion, etc.)</li> <li>• List any relevant information that will be critical to the successful completion of the milestone (such as those examples listed in the question text above)</li> </ul>
<b>Response</b>	<p>Milestone #1 – Once the grant award is accepted, the bidding process will begin. October, 2009 – November, 2009</p> <p>Milestone #2 – Once the bidding process is complete, a vendor will be selected and equipment will be purchased – November, 2009 – December, 2009</p> <p>Milestone #3 – Equipment will be delivered and inspected – January, 2010.</p> <p>Milestone #4 – Team members will train on the equipment – February, 2010</p> <p>Milestone #5 – The Vermont State Police Scuba Team Leader will advise local first responders and private sector partners on the availability of a new underwater monitor and surveillance capability – February, 2010</p> <p>Milestone #6 – The Vermont State Police Scuba Team will participate in a full scale exercise utilizing this new capability. – September, 2010</p>

# Vermont Port Security Grant Budget Detail Worksheet

**A. Personnel.** List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

There are no personnel costs associated with Vermont's Port Security Grant Application.

<u>Name/Position</u>	<u>Computation</u>	<u>Cost</u>
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**Note:** Personnel costs are only allowable for direct management and administration of the grant award, i.e., preparation of mandatory post-award reports.

TOTAL     0    

**B. Fringe Benefits.** Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation and Unemployment Compensation.

As there are no personnel costs there will be no fringe benefits associated with Vermont grant request.

<u>Name/Position</u>	<u>Computation</u>	<u>Cost</u>
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TOTAL     0    

**Total Personnel & Fringe Benefits**     0    

**C. Travel.** Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit costs involved. Identify the location of travel, if known. Indicate source of Travel Policies applied, Applicant or Federal Travel Regulations.

There is no travel costs associated with Vermont's grant request.

<u>Purpose of Travel</u>	<u>Location</u>	<u>Item</u>	<u>Computation</u>	<u>Cost</u>
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TOTAL     0

**D. Equipment.** List non-expendable items that are to be purchased. Non-expendable equipment is tangible property having a useful life of more than two years. (Note: Organization's own capitalization policy and threshold amount for classification of equipment may be used). Expendable items should be included either in the "Supplies" category or in the "Other" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

<u>Item</u>	<u>Computation</u>	<u>Cost</u>
Two (2) Underwater Camera Systems	\$8,750.00 per unit _	\$17,500.00

**Budget Narrative:** Provide a narrative budget justification for each of the budget items identified.

The Vermont Department of Public Safety is requesting funds to purchase two XXXX Underwater Camera Systems. These systems will be owned by the Vermont State Police and assigned to the Department's Scuba Team. The need for underwater cameras would enhance the Scuba Team's capability to monitor and provide surveillance of maritime vessels and critical infrastructure surrounding Vermont's waterways. Leasing or renting this equipment will not prove to be beneficial to the team as it would take a longer amount of time to obtain deploy the equipment in times of need. It is expected that these cameras will provide a low cost and effective means of search, monitoring and surveillance of Vermont's waterways

Vermont state agencies are guided by strict state contract and purchasing policies. A sole source contract and purchasing order would be used to purchase the two XXXX Underwater Cameras.

**TOTAL** \$17,500.00

**E. Supplies.** List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. (Note: Organization's own capitalization policy and threshold amount for classification of supplies may be used). Generally, supplies include any materials that are expendable or consumed during the course of the project. These costs will contribute to the 3 percent M&A cap.

<u>Supply Items</u>	<u>Computation</u>	<u>Cost</u>
<b>TOTAL</b>	<u>0</u>	

**F. Consultants/Contracts.** Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisition Regulations are followed.

**Consultant Fees:** For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project.



There are no additional costs or "other," costs associated with this investment. The cameras will be stored within the Vermont State Police Scuba Truck.

**Important Note:** If applicable to the project, construction costs should be included in this section of the Budget Detail Worksheet.

TOTAL     0    

**H. Indirect Costs.** Indirect costs are allowed only if the applicant has a federally approved indirect cost rate. A copy of the rate approval, (a fully executed, negotiated agreement), must be attached. If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant's accounting system permits, costs may be allocated in the direct costs categories.

<u>Description</u>	<u>Computation</u>	<u>Cost</u>
TOTAL <u>    0    </u>		

**Budget Summary** - When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal funds requested and the amount of non-Federal funds that will support the project.

<u>Budget Category</u>	<u>Federal Amount</u>	<u>Non-Federal Amount</u>
A. Personnel	_____	_____
B. Fringe Benefits	_____	_____
C. Travel	_____	_____
D. Equipment	<u>\$17,500.00</u>	<u>\$4,000.00</u>
E. Supplies	_____	_____
F. Consultants/Contracts	_____	_____
G. Other	_____	_____
Total Direct Costs	<u>\$17,500.00</u>	<u>\$4,000.00</u>
H. Indirect Costs	_____	_____
* TOTAL PROJECT COSTS	<u>\$17,500.00</u>	<u>\$4,000.00</u>

**Federal Request**

\$17,500.00

**Non-Federal Amount**

\$4,000.00



**Dept. of Public Safety  
Administration Division  
Accounting Unit**

# Memo

**To:** David Beatty, Budget & Management Analyst  
**From:** Tracy O'Connell, Programs Administration Supervisor *to*  
**Date:** 08/10/2009  
**CC:** file  
**Re:** Request for Grant Acceptance

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Attached you will find a Request for Grant Acceptance for the Port Security Grant Program received from U.S. Department of Homeland Security.

If you have any questions, please contact me at 802-241-5574 or [toconnel@dps.state.vt.us](mailto:toconnel@dps.state.vt.us).

Thank you.