

STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Senior Fiscal Analyst
Date: September 19, 2014
Subject: Grant Request #2696 #2697 #2698 #2699

Enclosed please find four (4) items that the Joint Fiscal Office has received from the administration. Two (2) limited service positions are associated with these requests.

JFO #2696 – \$48,800 grant from the Lake Champlain Basin Program to the Vermont Agency of Agriculture, Food and Markets. These funds will help develop and maintain a geospatial database for tracking phosphorus reduction efforts by state, federal, educational, and non-governmental organizations. The goal of this database is to coordinate these efforts and improve the efficiency of mitigation activities. [JFO received 09/04/14]

JFO #2697 – Donation of a conservation easement (estimated value: \$301,000) from the Nature Conservancy to the Vermont Department of Fish & Wildlife. The easement is located in the Town of Dummerston. The purpose of this donation is to conserve significant wildlife habitat and protect public access for hunting, fishing, and wildlife viewing. [JFO received 09/04/14]

JFO #2698 – \$1,573,837 grant from the U.S. Department of Labor to the Vermont Department of Labor. These funds will be used to train and reemploy long-term unemployed Vermonters through a job training and apprenticeship program. **Two (2) limited service positions** are associated with this request. [JFO received 09/04/14]

JFO #2699 – \$78,000 grant from SumOfUs to the Vermont Department of Finance and Management. These funds will a portion of the cover costs associated with implementation and administration of new law that requires labeling of food produced from genetic engineering. The donated funds will be deposited in the Vermont Food Fight Fund. [JFO received 09/04/14]

Please review the enclosed materials and notify the Joint Fiscal Office (Nathan Lavery at (802) 828-1488; nlavery@leg.state.vt.us) if you have questions or would like an item held for legislative review. Unless we hear from you to the contrary by October 1 we will assume that you agree to consider as final the Governor's acceptance of these requests.

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

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

Agency of Administration

JFO 2696

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

Grant Summary:	This grant will contribute to the development and hosting of an agricultural database that will allow the Agency to track Best Management Practices and Planning throughout the State in regards to water quality goals and agricultural conservation practice implementation.				
Date:	8/19/2014				
Department:	Agency of Agriculture, Food and Markets-Agriculture Resource Management				
Legal Title of Grant:	Multi-Partner Agricultural Conservation Practice Tracking and Planning Geospatial Database				
Federal Catalog #:	N/A				
Grant/Donor Name and Address:	NEIWPCCLake Champlain Basin Program, 54 West Shore Road, Grand Isle, VT, 05458				
Grant Period:	From: 9/1/2014		To: 6/30/2016		
Grant/Donation	\$48,800				
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$30,800	\$18,000	\$	\$48,800	

Position Information:	# Positions	Explanation/Comments
	0	

Additional Comments:

Has Vantage budget detail been reviewed and reconciled? Yes No HC (Analyst Initial)

Department of Finance & Management 8/19/14 (Initial)
 Secretary of Administration *Teg*

RECEIVED
 SEP 04 2014
JOINT FISCAL OFFICE

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

BASIC GRANT INFORMATION

1. Agency:	Agriculture, Food and Markets		
2. Department:	Agriculture Resource Management		
3. Program:	Water Quality		
4. Legal Title of Grant:	Multi-Partner Agricultural Conservation Practice Tracking and Planning Geospatial Database		
5. Federal Catalog #:			
6. Grant/Donor Name and Address:	NEIWPCCLake Champlain Basin Program 54 West Shore Road Grand Isle, VT 05458		
7. Grant Period:	From:	9/1/2014	To: 6/30/2016
8. Purpose of Grant:	Contribute to the development and third party hosting of the Multi-Partner Agricultural Conservation Practice Tracking and Planning Geospatial Database. This database will allow the Agency of Agriculture, Food and Markets to effectively track Best Management Practice Implementation and Planning Efforts throughout the State, including the work of key State, Federal, NGO and Educational agricultural water quality partners.		
9. Impact on existing program if grant is not Accepted:	If this grant is not accepted, this project will not have adequate funding and will not succeed.		

BUDGET INFORMATION

	SFY 1 FY 15	SFY 2 FY 16	SFY 3 FY	Comments
Expenditures:				
Personal Services	\$30,800	\$18,000	\$	
Operating Expenses	\$	\$	\$	
Grants	\$	\$	\$	
Total	\$	\$	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source LCBP)	\$30,800	\$18,000	\$	
Total	\$	\$	\$	

Appropriation No:	2200040000	Amount:	\$48,800
			\$
			\$
			\$

AUG 11 2014

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

		\$
		\$
		\$
	Total	\$48,800

PERSONAL SERVICE INFORMATION

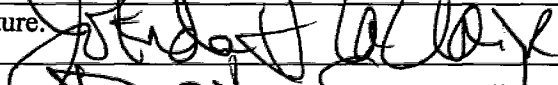
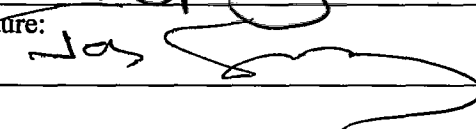
11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.
 Appointing Authority Name: _____ Agreed by: _____ (initial)

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

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

13. AUTHORIZATION AGENCY/DEPARTMENT

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

Signature: 	Date: 8/11/14
Title: Deputy Secretary	
Signature: 	Date: 8/20/14
Title: _____	

14. SECRETARY OF ADMINISTRATION

Approved: _____ (Secretary or designee signature) Date: 8/20/14

15. ACTION BY GOVERNOR

Check One Box: Accepted _____ (Governor's signature) Date: 9/3/14

Rejected _____

16. DOCUMENTATION REQUIRED

- Required GRANT Documentation**
- | | |
|--|---|
| <input checked="" type="checkbox"/> Request Memo | <input type="checkbox"/> Notice of Donation (if any) |
| <input checked="" 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) |
| <input checked="" type="checkbox"/> Grant Agreement | <input type="checkbox"/> Form AA-1PN attached (if applicable) |
| <input checked="" type="checkbox"/> Grant Budget | |


End Form AA-1

(*) The term "grant" refers to any grant, gift, loan, or any sum of money or thing of value to be accepted by any agency, department, commission, board, or other part of state government (see 32 V.S.A. §5).

MEMORANDUM

TO: Secretary Spaulding

FROM: ~~VT~~ VT Agency of Agriculture, Food & Markets
Secretary Chuck Ross, Jr.



DATE: July 18th, 2014

SUBJECT: Multi-Partner Agricultural Conservation Practice Tracking and Planning Geospatial Database Project

Lake Champlain continues to be impaired by phosphorus, of which Agriculture is the single largest contributor. The Vermont Agency of Agriculture, Food and Markets (VAAFM) and the Vermont Department of Environmental Conservation (VDEC) work hard and in concert to encourage farmers to reduce their contribution of phosphorus and other polluting nutrients from entering the waters of Vermont. However, there are other entities, including federal agencies, educational institutions, and NGO's, all working towards the same goal as the aforementioned state agencies. With the multitude and complexity of the institutions working in partnership, it is very difficult to accurately track our efforts to improve the quality of water leaving Vermont farms. This project will create a geospatial database that will house conservation practice implementation data from 8 partner organizations: VAAFM, VDEC, the United States Department of Agriculture (USDA) Natural Resource Conservation Service (NRCS), the USDA Farm Service Agency (FSA), the University of Vermont Extension Service (UVM Ext.), the Lake Champlain Basin Program (LCBP), the Vermont Association of Conservation Districts (VACD), and the United States Fish and Wildlife Service (USFWS).

This effort will improve the efficiency and effectiveness of the State's work to mitigate phosphorus and other nonpoint source pollution from agricultural land. Not only does it leverage funds from other sources, it leverages a vibrant partnership of organizations promoting conservation on farms, allowing for more accurate and improved reporting, planning, coordination, and an increased ability to serve the people of Vermont. This would be the first multi-partner database that would house USDA conservation practice data alongside other partner data and would be accessible to partner staff outside of USDA agencies. This database would allow Vermont to easily track progress made, plan future progress, coordinate implementation activities among partners, and allow for enhanced success in meeting agricultural conservation practice implementation and water quality goals.

This project is being funded by two existing grants from the USDA-NRCS, both of which require matching funds (provided by VAAFM and VDEC). Additionally, the attached AA-1 form is requesting the ability to receive funds from the Lake Champlain Basin Program, which has agreed to award us an additional \$48,800.00 to accomplish this project. Project funding is summarized in the table below.

Funding Source	Amount
Federal: NRCS 2012 State Conservation Innovation Grant	\$62,500.00
Federal: NRCS 2012 Certainty Enhancement Grant	\$33,333.33
State: VAAFM Grant Matching Funds	\$66,666.67
State: VT DEC Grant Matching Funds	\$12,500.00
Other: Lake Champlain Basin Program	\$48,800.00
Total	\$223,800.00

Project Budget: Multi-Partner Agricultural Conservation Practice Tracking and Planning Geospatial Database

Tasks	Budget				
					NEWPCC (LCBP/GFLC)
DII Project Management: Cost reserved for certified project manager from the Department of Information and Innovation to provide project oversight (required for IT projects).	\$7,800.00	\$1,000.00	\$2,157.00	\$1,000.00	\$2,950.00
Vendor Project Management: Development of project management plan, detailed project work schedule, weekly project status reports, upkeep of project issues log, scheduling and facilitation of weekly project team meetings.					\$12,924.00
Phase 1: Kickoff and Planning: Project kickoff and planning meeting, requirements documentations, project scope statement, business process flow diagrams, system design documentation.					
Phase 2: Application Development; Installation; Configuration: Geospatial database web application, disaster recovery plan, monthly application hosting, and installation of server software updates.					\$2,500.00
Phase 3: User Testing: Application user acceptance testing plan/checklist, installed application acceptance by the State Project Manager.					\$5,000.00
Phase 4: Deployment; Training and Documentation: Installed application on production server, minimum of two classroom trainings, recorded training webinar/video, training documents/materials, quick start guide, and application documentation development.					\$4,940.00
Project Contingency: Reserved for changes in project cost arising from unforeseen circumstances.					\$8,000.00
Hosting & Vendor Support: 3rd party hosting and support during 2nd year of project.					\$11,886.00
Total Project Costs					\$48,800.00



**Lake Champlain
Basin Program**

54 West Shore Road
Grand Isle
Vermont 05458

(802) 372-3213
1-800-468-LCBP
www.lcbp.org

July 16, 2014

Mr. Charles Ross, Secretary of Agriculture
Vermont Agency of Agriculture, Food and Markets
116 State Street
Montpelier, VT 05620

Dear Secretary Ross,

I am writing this letter as a confirmation to you that the Lake Champlain Basin Program (LCBP) does intend to provide \$48,800.00 to the Vermont Agency of Agriculture, Food and Markets (VAAFM) for the development, implementation and hosting of the Multi-partner Agricultural Conservation Practice Tracking and Planning Geospatial Database project. These funds are provided to us by the Great Lakes Fishery Commission and it is our intention to augment funding for this project currently provided by VAAFM, VTDEC and the USDA-NRCS. This database will allow for agricultural water quality partners to track and plan conservation practice implementation efforts in one location, allowing for increased collaboration and communication between partner field staff, as well as allowing for reporting capabilities that more accurately reflect the progress being made in Vermont.

Meeting agricultural water quality goals in Vermont is limited by having barely enough qualified staff on the ground to provide outreach and technical assistance to farmers. This database will increase the efficiency of technical staff by allowing them to identify partner projects immediately and coordinate with their inter-organizational colleagues to more effectively deliver education, outreach, and technical assistance for conservation practice planning. In short, it will increase the capacity of the limited field staff currently available to help the agricultural community meet the State's water quality goals.

Overall funding for the project will be a combination of USDA-NRCS funding, Lake Champlain Basin Program funding, and support from the VT Agency of Agriculture, Food and Markets and the VT Department of Environmental Conservation. Total project costs are expected to be \$223,800, of which LCBP will provide \$48,800.00. We plan to create a grant agreement with VAAFM very soon and hope that this letter serves to document our intent to provide funding and partner with you on this project.

Please direct any questions to me at my office in Grand Isle, VT.

Regards,



William G. Howland, Program Manager
Lake Champlain Basin Program