



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: James Reardon, Commissioner of Finance & Management
From: Nathan Lavery, Fiscal Analyst
Date: February 16, 2010
Subject: JFO #2425 #2426 #2427 #2428

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

JFO #2425 — \$468,953 grant from the U.S. Department of Agriculture Forest Service to Agriculture, Food and Markets. These funds will be used to support the Agriculture Innovation Center (AIC). AIC provides technical assistance and business development services to agricultural producers engaged in valued-added agriculture. [JFO received 1/13/10]

JFO #2426 — \$35,000 grant from the Vermont Woodlands Association to Forests, Parks and Recreation. These funds will be used to align Vermont's Use Value Appraisal (UVA) Standards and the U.S. Forest Service State & Private Forestry Forest Stewardship Program with the American Tree Farm and the Program for the Endorsement of Forest Certification programs, including updating the UVA database. [JFO received 1/13/10]

JFO #2427 — \$200,000 grant from the U.S. Department of Justice to the Vermont Department of Children and Families. These funds will be used to augment annual grants made to Vermont communities and state partners through the Children and Family Council for Prevention Programs and the Children's Trust Fund. Projects will serve children and their families by focusing on early prevention, education, parenting and positive youth development. [JFO received 1/13/10]

JFO #2428 — \$1,000,000 grant from the U.S. Department of Health and Human Services to the Vermont Department of Children and Families. These funds will be used to improve collaboration with VT Coalition of Runaway and Homeless Youth and the N.E. Network for Children, Youth and families to strengthen services to homeless youths and youths who are aging out of Vermont's foster care system. [JFO received 1/13/10]

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: Roger Allbee, Secretary
Jason Gibbs, Commissioner
Stephen Dale, Commissioner



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: January 25, 2010
Subject: Grant Requests

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

JFO #2425 — \$468,953 grant from the U.S. Department of Agriculture Forest Service to Agriculture, Food and Markets. These funds will be used to support the Agriculture Innovation Center (AIC). AIC provides technical assistance and business development services to agricultural producers engaged in valued-added agriculture.

[JFO received 1/13/10]

JFO #2426 — \$35,000 grant from the Vermont Woodlands Association to Forests, Parks and Recreation. These funds will be used to align Vermont's Use Value Appraisal (UVA) Standards and the U.S. Forest Service State & Private Forestry Forest Stewardship Program with the American Tree Farm and the Program for the Endorsement of Forest Certification programs, including updating the UVA database.

[JFO received 1/13/10]

JFO #2427 — \$200,000 grant from the U.S. Department of Justice to the Vermont Department of Children and Families. These funds will be used to augment annual grants made to Vermont communities and state partners through the Children and Family Council for Prevention Programs and the Children's Trust Fund. Projects will serve children and their families by focusing on early prevention, education, parenting and positive youth development.

[JFO received 1/13/10]

JFO #2428 — \$1,000,000 grant from the U.S. Department of Health and Human Services to the Vermont Department of Children and Families. These funds will be used to improve collaboration with VT Coalition of Runaway and Homeless Youth and the N.E. Network for Children, Youth and families to strengthen services to homeless youths and youths who are aging out of Vermont's foster care system.

[JFO received 1/13/10]

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) if you have questions or would like an item held for legislative review. Unless we hear from you to the contrary by February 8 we will assume that you agree to consider as final the Governor's acceptance of these requests.

cc: James Reardon, Commissioner
Roger Allbee, Secretary
Jason Gibbs, Commissioner
Stephen Dale, Commissioner



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Representative David Deen
From: Nathan Lavery, Fiscal Analyst
Date: January 25, 2009
Subject: JFO #2426

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

SFO 2426

STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: Title: Vermont Woodlands Association – American Tree Farm /
PEFC Certification

This is a request for approval of a grant to: develop a plan template that aligns Vermont's Use Value Appraisal Standards and the US Forest Service State & Private Forestry Forest Stewardship Program with the American Tree Farm and the Program for the Endorsement of Forest Certification (PEFC) programs; to update the Use-value-appraisal (UVA) database, management activities, and geo-referenced parcel maps; to assist in promoting the Tree Farm program in Vermont.

DATE: December 18, 2009

DEPARTMENT: Forests, Parks and Recreation (ANR)

GRANT / DONATION: \$35,000.00

FEDERAL CATALOG No.:

GRANTOR / DONOR: Vermont Woodlands Association (a passthrough of a federal grant from the US Forest Service)

AMOUNT / VALUE: \$35,000.00

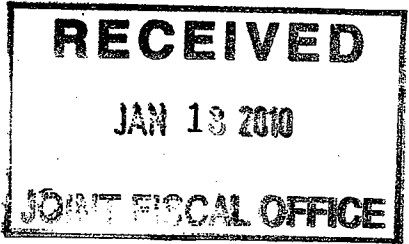
POSITIONS REQUESTED: None

GRANT PERIOD: 1/1/2009 to 9/30/2011

COMMENTS: See attachments.

DEPARTMENT OF FINANCE AND MANAGEMENT:
SECRETARY OF ADMINISTRATION
SENT TO JOINT FISCAL OFFICE:

(INITIAL) *JP* 12/22/09
(INITIAL) *JP* 12/29/09
DATE: 1/6/2010



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

BASIC GRANT INFORMATION				
1. Agency:	Agency of Natural Resources			
2. Department:	Forests, Parks & Recreation			
3. Program:	Forestry			
4. Legal Title of Grant:	Vermont Woodlands Association - American Tree Farm/PEFC Certification			
5. Federal Catalog #:	N/A			
6. Grant/Donor Name and Address: Vermont Woodlands Association				
7. Grant Period:	From:	1/1/2009	To:	9/30/2011
8. Purpose of Grant: To develop a plan template that aligns Vermont's Use Value Appraisal Standards and the United States Forest Service State & Private Forestry Forest Stewardship Program with the American Tree Farm and the Program for the Endorsement of Forest Certification (PEFC) programs. To update the Use-value-appraisal (UVA) database, management activities and geo-referenced parcel maps. To assist in promoting the Tree Farm program in Vermont.				
9. Impact on existing program if grant is not Accepted: The program will not exist without this grant.				
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 10	FY 11	FY	
Personal Services	\$28,000	\$32,000	\$	County foresters.
Operating Expenses	\$	\$	\$	
Grants	\$	\$10,000	\$	Mapping services.
Total	\$28,000	\$42,000	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$14,000	\$21,000	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source Vermont Woodlands Association)	\$14,000	\$21,000	\$	
Total	\$28,000	\$42,000	\$	
Appropriation No:	6130020000	Amount:	\$35,000	
			\$	
			\$	
			\$	

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

		\$
		\$
		\$
	Total	\$35,000

PERSONAL SERVICE INFORMATION

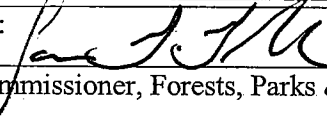
11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

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

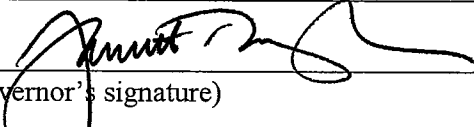
12. Limited Service Position Information:	# Positions	Title
Total Positions		

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

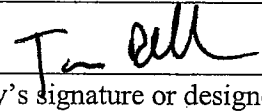
13. AUTHORIZATION AGENCY/DEPARTMENT

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: <u>4/3/09</u>
	Title: Commissioner, Forests, Parks & Recreation	
	Signature: _____	Date: _____
	Title: _____	

14. ACTION BY GOVERNOR

<input checked="" type="checkbox"/> Accepted		Date: <u>1/4/00</u>
<input type="checkbox"/> Rejected		

15. SECRETARY OF ADMINISTRATION

<input checked="" type="checkbox"/> Request to JFO		Date: <u>12/29/08</u>
<input type="checkbox"/> Information to JFO		

16. DOCUMENTATION REQUIRED

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

VERMONT WOODLANDS ASSOCIATION GRANT AGREEMENT

1. **Parties:** This is a Grant Agreement for services between the Vermont Woodlands Association with principal place of business at PO Box 6004, Rutland, VT 05702 (hereinafter called "VWA") and the State of Vermont, Department of Forests, Parks & Recreation (hereinafter called "Subrecipient").
2. **Subject Matter:** The subject matter of this Grant Agreement is to increase forestland acreage enrolled in the American Tree Farm/PEFC certification program. Detailed services (Scope of Work) to be provided by the Subrecipient are described in Attachment A.
3. **Maximum Amount:** In consideration of the services to be performed by Subrecipient, VWA agrees to pay Subrecipient, a grant percentage rate of 50% of the total eligible project costs in accordance with the payment provisions specified in Attachment B, a sum not to exceed \$35,000. The match required by the subrecipient is a sum not to exceed \$35,000, at the match rate of 50% of the total project costs.
4. **Grant Term:** The period of Subrecipient's performance shall begin upon signing and end on September 30, 2011
5. **Source of Funds:** US Forest Service

a. For grants funded with federal dollars only.

Program	Forest Stewardship Program
CFDA Number	10.678
Project:	Certifying Vermont's Private Woodlands
Award Number	09-DG-11420004-258
Federal Granting Agency	USDA Forest Service

6. **Amendment:** No changes, modifications, or amendments in the terms and conditions of this Grant Agreement shall be effective unless in writing and signed by the duly authorized representative of VWA and Subrecipient.
7. **Cancellation:** This Grant Agreement may be cancelled by either party by giving written notice at least 30 days in advance.
8. **Fiscal Year:** The Subrecipient's fiscal year is July 1 to June 30.
9. **Contact persons:**

The Subrecipient's contact person(s) for this award is:

Name: Steven Sinclair, State Forester

Tel: 802-241-3680

E-Mail: Steve.Sinclair@state.vt.us

VWA's contact person for this award:

Name: Kathleen Wanner, Executive Director

Telephone: 802-747-7900

E-Mail: kmwanner@comcast.net

10. **Attachments:** This Grant consists the following attachments that are incorporated herein:
Attachment A - Scope of Work to be Performed
Attachment B - Budget and Payment Provisions

WE, THE UNDERSIGNED PARTIES, AGREE TO BE BOUND BY THIS GRANT.

VERMONT WOODLANDS ASSOC.

SUBRECIPIENT

By:

By:

Name: Kathleen Wanner

Name: (Print) _____

Title: Executive Director

Title: _____

Date: _____

Date: _____

Attachment A
Scope of Work to be Performed

The subrecipient shall perform the following:

1. With assistance from Vermont Woodlands, subrecipient will develop a plan template that aligns Vermont's Use Value Appraisal Standards and the S&PF Forest Stewardship Program with American Tree Farm and PEFC.
2. In the project area, update the UVA database, management activities, and geo-referenced parcel maps.
3. Assist in promoting the Tree Farm program in Vermont and the recruitment of consulting foresters to perform site visits/audits within the project area.

Attachment B

Payment Provisions

Payment Provisions

It is mutually understood by VWA and the subrecipient that the \$35,000 allocated under this agreement will be paid with respect to the scope of work outlined in Attachment A.

Progress reports shall refer specifically to the individual items as listed in Attachment A. Progress reports shall indicate status of work on each item and shall indicate completion of an individual item. The reports shall also indicate partners associated with each item, if such are involved.

Invoices shall be sent quarterly and show the total sum spent, including the matching in-kind contribution. The subrecipient shall keep on file a record of the matching funds associated with this agreement.

The grantee agrees to maintain records of cost of work for three (3) years from the end of the grant period.

VWA will initiate payment procedures upon receipt and approval of invoices and all deliverables with review and approval of proper documentation.

All completed forms should be submitted to:

Kathleen Wanner

Vermont Woodlands Association

PO Box 6004

Rutland, VT 05702-6004

Acknowledgements:

Forest Service support shall be acknowledged in any publications, audiovisuals and electronic media developed as a result of this instrument. Language or similar shall read:

"The work upon which this publication is based was funded in whole or in part through a grant awarded by the Northeastern Area State and Private Forestry, U.S. Forest Service."

STATE of VERMONT
AGENCY of NATURAL RESOURCES
DEPARTMENT OF FORESTS, PARKS & RECREATION

MEMORANDUM

Tel: (802) 241-3646

Fax: (802) 244-1481

TO: Jason Aronowitz, Budget and Management Analyst

THRU: Steve Chadwick, Director of Admin Services, Agency of Natural Resources

FROM: Sarah Clark, Financial Manager, Dept of Forests, Parks & Recreation *sc*

DATE: December 4, 2009

SUBJECT: Vermont Woodlands Association Grant

Attached you will find a request for grant acceptance for a grant from the Vermont Woodlands Association for \$35,000. These funds will be used to align Vermont's Use-value-appraisal standards with the American Tree Farm program and the Program for the Endorsement of Forest Certification (PEFC). The funds will be used to provide county forester outreach to Vermonters and provide additional mapping capabilities. The state match is provided through the in-kind use of state funds.

If you have any questions, please contact me.

From: "Clark, Sarah" <Sarah.Clark@state.vt.us>
To: "Lavery, Nathan" <nlavery@leg.state.vt.us>
Date: 1/26/2010 7:58 AM
Subject: RE: Vermont Woodlands Grant

Nathan,

Below is some additional detail on this grant acceptance request.

This proposal seeks to increase the source of certified wood by offering Tree Farm certification, through the Program for the Endorsement of Forest Certification (PEFC) to property owners enrolled in Vermont's Use Value Appraisal (UVA) Program. The UVA program is managed by the Department of Forests, Parks & Recreation (VT FPR).

Specifically, the funds will be used in the following manner:

1. \$25,000 to fund FPR's county foresters for their time spent on outreach and education of property owners;
2. \$10,000 on a grant to Regional Planning Commissions for digital mapping of UVA properties.

Below are measurable results and outcomes related to this grant:

- * Alignment of PEFC standards with UVA standards and Forest Stewardship standards
- * Outreach to 13,000 UVA landowners
- * Establishment of PEFC group certificate for UVA properties
- * Approximately 150,000 additional certified acres in Vermont.

VT FPR will be responsible for ensuring that UVA and VT Forest Stewardship standards meet certification requirements for PEFC, upgrading UVA database and mapping locations of UVA properties.

Please let me know if you have any additional questions.

Thanks,
Sarah
Sarah Clark
Financial Manager
Vermont Department of Forests, Parks & Recreation
103 South Main Street, 10 South
Waterbury, VT 05671
phone: 802-241-3646
fax: 802-244-1481

From: Nathan Lavery [mailto:nlavery@leg.state.vt.us]
Sent: Monday, January 25, 2010 12:35 PM
To: Clark, Sarah
Subject: Vermont Woodlands Grant

Hello Sarah,

I am reviewing a grant from the Vermont Woodlands Association for aligning the Use Value Appraisal program with some other programs, including American Tree Farm.

The materials submitted offer almost no explanation about what this type of work entails, making it very difficult to evaluate the request. Could you please provide me with a memo that describes the specific activities associated with this grant? A basic budget and time line would be very helpful.

I suspect this won't be too difficult since it is only \$35,000, but please give me an idea of how quickly you could get to this - if it can be done today, I'll have it out to the committee tomorrow!

103)

SFO 2426

STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: Title: Vermont Woodlands Association – American Tree Farm /
PEFC Certification

This is a request for approval of a grant to: develop a plan template that aligns Vermont's Use Value Appraisal Standards and the US Forest Service State & Private Forestry Forest Stewardship Program with the American Tree Farm and the Program for the Endorsement of Forest Certification (PEFC) programs; to update the Use-value-appraisal (UVA) database, management activities, and geo-referenced parcel maps; to assist in promoting the Tree Farm program in Vermont.

DATE: December 18, 2009

DEPARTMENT: Forests, Parks and Recreation (ANR)

GRANT / DONATION: \$35,000.00

FEDERAL CATALOG No.:

GRANTOR / DONOR: Vermont Woodlands Association (a passthrough of a federal grant from the US Forest Service)

AMOUNT / VALUE: \$35,000.00

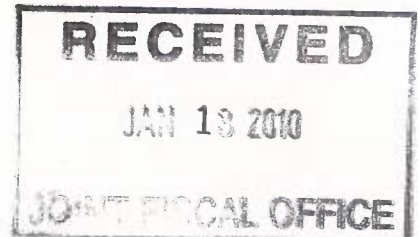
POSITIONS REQUESTED: None

GRANT PERIOD: 1/1/2009 to 9/30/2011

COMMENTS: See attachments.

DEPARTMENT OF FINANCE AND MANAGEMENT:
SECRETARY OF ADMINISTRATION
SENT TO JOINT FISCAL OFFICE:

(INITIAL) *JA* 12/22/09
(INITIAL) *JP* 12/27/09
DATE: 1/6/2010



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

BASIC GRANT INFORMATION				
1. Agency:		Agency of Natural Resources		
2. Department:		Forests, Parks & Recreation		
3. Program:		Forestry		
4. Legal Title of Grant:		Vermont Woodlands Association - American Tree Farm/PEFC Certification		
5. Federal Catalog #:		N/A		
6. Grant/Donor Name and Address: Vermont Woodlands Association				
7. Grant Period:		From: 1/1/2009	To: 9/30/2011	
8. Purpose of Grant: To develop a plan template that aligns Vermont's Use Value Appraisal Standards and the United States Forest Service State & Private Forestry Forest Stewardship Program with the American Tree Farm and the Program for the Endorsement of Forest Certification (PEFC) programs. To update the Use-value-appraisal (UVA) database, management activities and geo-referenced parcel maps. To assist in promoting the Tree Farm program in Vermont.				
9. Impact on existing program if grant is not Accepted: The program will not exist without this grant.				
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 10	FY 11	FY	
Personal Services	\$28,000	\$32,000	\$	County foresters.
Operating Expenses	\$	\$	\$	
Grants	\$	\$10,000	\$	Mapping services.
Total	\$28,000	\$42,000	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$14,000	\$21,000	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source Vermont Woodlands Association)	\$14,000	\$21,000	\$	
Total	\$28,000	\$42,000	\$	
Appropriation No:	6130020000		Amount:	\$35,000
				\$
				\$
				\$

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

		\$
		\$
		\$
	Total	\$35,000

PERSONAL SERVICE INFORMATION

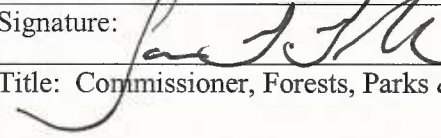
11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

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

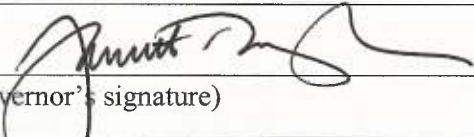
12. Limited Service Position Information:	# Positions	Title
Total Positions		

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

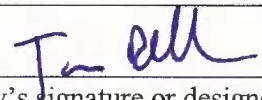
13. AUTHORIZATION AGENCY/DEPARTMENT

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: 4/3/09
	Title: Commissioner, Forests, Parks & Recreation	
	Signature: _____	Date: _____
	Title: _____	

14. ACTION BY GOVERNOR

<input checked="" type="checkbox"/> Check One Box: Accepted		1/4/10
<input type="checkbox"/> Rejected		

15. SECRETARY OF ADMINISTRATION

<input checked="" type="checkbox"/> Check One Box: Request to JFO		12/29/08
<input type="checkbox"/> Information to JFO		

16. DOCUMENTATION REQUIRED

Required GRANT Documentation

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

VERMONT WOODLANDS ASSOCIATION GRANT AGREEMENT

1. **Parties:** This is a Grant Agreement for services between the Vermont Woodlands Association with principal place of business at PO Box 6004, Rutland, VT 05702 (hereinafter called "VWA") and the State of Vermont, Department of Forests, Parks & Recreation (hereinafter called "Subrecipient").
2. **Subject Matter:** The subject matter of this Grant Agreement is to increase forestland acreage enrolled in the American Tree Farm/PEFC certification program. Detailed services (Scope of Work) to be provided by the Subrecipient are described in Attachment A.
3. **Maximum Amount:** In consideration of the services to be performed by Subrecipient, VWA agrees to pay Subrecipient, a grant percentage rate of 50% of the total eligible project costs in accordance with the payment provisions specified in Attachment B, a sum not to exceed \$35,000. The match required by the subrecipient is a sum not to exceed \$35,000, at the match rate of 50% of the total project costs.
4. **Grant Term:** The period of Subrecipient's performance shall begin upon signing and end on September 30, 2011
5. **Source of Funds:** US Forest Service

- a. For grants funded with federal dollars only.

Program	Forest Stewardship Program
CFDA Number	10.678
Project:	Certifying Vermont's Private Woodlands
Award Number	09-DG-11420004-258
Federal Granting Agency	USDA Forest Service

6. **Amendment:** No changes, modifications, or amendments in the terms and conditions of this Grant Agreement shall be effective unless in writing and signed by the duly authorized representative of VWA and Subrecipient.
7. **Cancellation:** This Grant Agreement may be cancelled by either party by giving written notice at least 30 days in advance.
8. **Fiscal Year:** The Subrecipient's fiscal year is July 1 to June 30.
9. **Contact persons:**

The Subrecipient's contact person(s) for this award is:

Name: Steven Sinclair, State Forester

Tel: 802-241-3680

E-Mail: Steve.Sinclair@state.vt.us

VWA's contact person for this award:

Name: Kathleen Wanner, Executive Director

Telephone: 802-747-7900

E-Mail: kmwanner@comcast.net

10. **Attachments:** This Grant consists the following attachments that are incorporated herein:

Attachment A - Scope of Work to be Performed

Attachment B - Budget and Payment Provisions

WE, THE UNDERSIGNED PARTIES, AGREE TO BE BOUND BY THIS GRANT.

VERMONT WOODLANDS ASSOC.

SUBRECIPIENT

By:

By:

Name: Kathleen Wanner

Name: (Print) _____

Title: Executive Director

Title: _____

Date: _____

Date: _____

Attachment A
Scope of Work to be Performed

The subrecipient shall perform the following:

1. With assistance from Vermont Woodlands, subrecipient will develop a plan template that aligns Vermont's Use Value Appraisal Standards and the S&PF Forest Stewardship Program with American Tree Farm and PEFC.
2. In the project area, update the UVA database, management activities, and geo-referenced parcel maps.
3. Assist in promoting the Tree Farm program in Vermont and the recruitment of consulting foresters to perform site visits/audits within the project area.

Attachment B

Payment Provisions

Payment Provisions

It is mutually understood by VWA and the subrecipient that the \$35,000 allocated under this agreement will be paid with respect to the scope of work outlined in Attachment A.

Progress reports shall refer specifically to the individual items as listed in Attachment A. Progress reports shall indicate status of work on each item and shall indicate completion of an individual item. The reports shall also indicate partners associated with each item, if such are involved.

Invoices shall be sent quarterly and show the total sum spent, including the matching in-kind contribution. The subrecipient shall keep on file a record of the matching funds associated with this agreement.

The grantee agrees to maintain records of cost of work for three (3) years from the end of the grant period.

VWA will initiate payment procedures upon receipt and approval of invoices and all deliverables with review and approval of proper documentation.

All completed forms should be submitted to:

Kathleen Wanner

Vermont Woodlands Association

PO Box 6004

Rutland, VT 05702-6004

Acknowledgements:

Forest Service support shall be acknowledged in any publications, audiovisuals and electronic media developed as a result of this instrument. Language or similar shall read:

“The work upon which this publication is based was funded in whole or in part through a grant awarded by the Northeastern Area State and Private Forestry, U.S. Forest Service.”

STATE of VERMONT
AGENCY of NATURAL RESOURCES
DEPARTMENT OF FORESTS, PARKS & RECREATION

MEMORANDUM

Tel: (802) 241-3646

Fax: (802) 244-1481

TO: Jason Aronowitz, Budget and Management Analyst

THRU: Steve Chadwick, Director of Admin Services, Agency of Natural Resources

FROM: Sarah Clark, Financial Manager, Dept of Forests, Parks & Recreation *sc*

DATE: December 4, 2009

SUBJECT: Vermont Woodlands Association Grant

Attached you will find a request for grant acceptance for a grant from the Vermont Woodlands Association for \$35,000. These funds will be used to align Vermont's Use-value-appraisal standards with the American Tree Farm program and the Program for the Endorsement of Forest Certification (PEFC). The funds will be used to provide county forester outreach to Vermonters and provide additional mapping capabilities. The state match is provided through the in-kind use of state funds.

If you have any questions, please contact me.

From: "Clark, Sarah" <Sarah.Clark@state.vt.us>
To: "Lavery, Nathan" <nlavery@leg.state.vt.us>
Date: 1/26/2010 7:58 AM
Subject: RE: Vermont Woodlands Grant

Nathan,

Below is some additional detail on this grant acceptance request.

This proposal seeks to increase the source of certified wood by offering Tree Farm certification, through the Program for the Endorsement of Forest Certification (PEFC) to property owners enrolled in Vermont's Use Value Appraisal (UVA) Program. The UVA program is managed by the Department of Forests, Parks & Recreation (VT FPR).

Specifically, the funds will be used in the following manner:

1. \$25,000 to fund FPR's county foresters for their time spent on outreach and education of property owners;
2. \$10,000 on a grant to Regional Planning Commissions for digital mapping of UVA properties.

Below are measurable results and outcomes related to this grant:

- * Alignment of PEFC standards with UVA standards and Forest Stewardship standards
- * Outreach to 13,000 UVA landowners
- * Establishment of PEFC group certificate for UVA properties
- * Approximately 150,000 additional certified acres in Vermont.

VT FPR will be responsible for ensuring that UVA and VT Forest Stewardship standards meet certification requirements for PEFC, upgrading UVA database and mapping locations of UVA properties.

Please let me know if you have any additional questions.

Thanks,
Sarah
Sarah Clark
Financial Manager
Vermont Department of Forests, Parks & Recreation
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From: Nathan Lavery [mailto:nlavery@leg.state.vt.us]
Sent: Monday, January 25, 2010 12:35 PM
To: Clark, Sarah
Subject: Vermont Woodlands Grant

Hello Sarah,

I am reviewing a grant from the Vermont Woodlands Association for aligning the Use Value Appraisal program with some other programs, including American Tree Farm.

The materials submitted offer almost no explanation about what this type of work entails, making it very difficult to evaluate the request. Could you please provide me with a memo that describes the specific activities associated with this grant? A basic budget and time line would be very helpful.

I suspect this won't be too difficult since it is only \$35,000, but please give me an idea of how quickly you could get to this - if it can be done today, I'll have it out to the committee tomorrow!