



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee members
From: Sorsha Anderson, Senior Staff Associate
Date: August 24, 2022
Subject: Grant Request – JFO #3119

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

JFO #3119 – \$500,000.00 from the U.S. Department of Agriculture to the Vermont Agency of Agriculture, Foods and Markets, Department of Agricultural Development. These funds will support projects for six (6) of Vermont's key non-profits which will purchase food from local farms and distribute that food to individuals and communities experiencing food insecurity.
[Received August 23, 2022]

Please review the enclosed materials and notify the Joint Fiscal Office (Sorsha Anderson: sanderson@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by September 15, 2022, we will assume that you agree to consider as final the Governor's acceptance of this request.



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

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

Agency of Administration

STATE OF VERMONT FINANCE & MANAGEMENT GRANT REVIEW FORM					
Grant Summary:		To expand local food access through the purchase and distribution of local food to underserved communities.			
Date:		8/5/2022			
Department:		AAFM – Agricultural Development			
Legal Title of Grant:		Local Food Purchase Assistance Cooperative Agreement Program			
Federal Catalog #:		10.182			
Grant/Donor Name and Address:		U.S. Department of Agriculture, 1400 Independence Ave., S.W., Washington, DC 20250			
Grant Period:		From:	To:		
		8/1/2022	7/31/2024		
Grant/Donation		\$500,000.00			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$298,763	\$201,237		\$500,000	No match requirement.
Position Information:		# Positions	Explanation/Comments		
		0			
Additional Comments:					
Department of Finance & Management				Adam Grekin Digitally signed by Adam Grekin	
Secretary of Administration				DocuSigned by: (Initial)	
Sent To Joint Fiscal Office				41948B1C0A36415... (Initial)	
				Date	

Jason Aronowitz
 Digitally signed by Jason Aronowitz
 Date: 2022.08.05 16:02:34 -04'00'



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

BASIC GRANT INFORMATION				
1. Agency:	Agency of Agriculture, Food & Markets			
2. Department:				
3. Program:				
4. Legal Title of Grant:	Local Food Purchase Assistance Cooperative Agreement Program			
5. Federal Catalog #:	10.182			
6. Grant/Donor Name and Address:				
U.S. Department of Agriculture, 1400 Independence Ave., S.W., Washington, DC 20250				
7. Grant Period:	From:	8/1/2022	To:	7/31/2024
8. Purpose of Grant:				
This grant will fund 6 projects for Vermont nonprofits, all of which support local and socially disadvantaged farmers and expand local food access through the purchase and distribution of local food to underserved communities. This project will also fund 5-7 competitive grants to farms and nonprofits to support this same effort.				
9. Impact on existing program if grant is not Accepted:				
If this grant is not accepted, VAAFMM will not be able to fund the projects of key nonprofits and farms across the state that seek to improve local food access, support socially disadvantaged farmers, and build connections between farms, food distributors, and underserved communities.				
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 23	FY 24	FY	
Personal Services	\$14,998	\$	\$	Salary and benefits
Operating Expenses	\$	\$	\$	
Grants	\$283,765	\$201,237	\$	
Total	\$298,763	\$201,237	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$295,025	\$201,237	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$3,738	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$298,763	\$201,237	\$	
Appropriation No: 2200030000 Amount: \$298,763				

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

		\$
		\$
	Total	\$298,763

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: <small>DocuSigned by:</small> <i>Diane Bothfeld</i>	Date: 7/26/2022	
	Title: Director of Administrative Services		
	Signature:		Date:
	Title:		

14. SECRETARY OF ADMINISTRATION

Approved: <i>DRF</i>	(Secretary or designee signature) <i>Roger R. Fink</i>	Date:
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15. ACTION BY GOVERNOR

<input checked="" type="checkbox"/>	Check One Box: Accepted		Date:
<input type="checkbox"/>	Rejected	(Governor's signature)	Date: 8/22/22

16. DOCUMENTATION REQUIRED

Required GRANT Documentation	
<input type="checkbox"/> Request Memo <input type="checkbox"/> Dept. project approval (if applicable) <input type="checkbox"/> Notice of Award <input type="checkbox"/> Grant Agreement <input type="checkbox"/> Grant Budget	<input type="checkbox"/> Notice of Donation (if any) <input type="checkbox"/> Grant (Project) Timeline (if applicable) <input type="checkbox"/> Request for Extension (if applicable) <input type="checkbox"/> Form AA-1PN attached (if applicable)

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).



State of Vermont
Agricultural Development Division
116 State Street
Montpelier, VT 05620-2901
agriculture.vermont.gov

Agency of Agriculture, Food & Markets

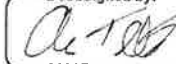
[phone] 802-828-2430
[email] AGR.Helpdesk@vermont.gov

MEMORANDUM

TO: Nick Kramer, Budget Analyst
Department of Finance and Management

Dan Dickerson, Fiscal Analyst
Joint Fiscal Office

FROM: Anson Tebbetts, Secretary
Agency of Agriculture, Food & Markets

DocuSigned by:

C202F4AA11D8436...

DATE: July 26, 2022

SUBJECT: RECEIPT OF USDA LOCAL FOOD PURCHASE ASSISTANCE
COOPERATIVE AGREEMENT

This memo is to inform the Agency of Administration that the Vermont Agency of Agriculture, Food & Markets (VAAFMM) will be awarded \$500,000 from the United States Department of Agriculture (USDA) Agricultural Marketing Service (AMS) as part of the Local Food Purchase Assistance (LFPA) Cooperative Agreement Program.

Enclosed is USDA's notice that the application has been accepted and that the grant agreement is currently being processed in the ezFedGrants system. This cooperative agreement will be covered by the most recent AMS Grants Division General Terms and Conditions. The grant has a two-year project period beginning August 1, 2022.

This funding allows VAAFMM to advance efforts to improve local food access, reduce food insecurity, and support socially disadvantaged farmers. VAAFMM will fund the projects of six Vermont nonprofits, all of which will purchase food from local farms and distribute that food to individuals experiencing food insecurity. VAAFMM will also fund to execute competitive subawards to approximately five to seven grantees, both farms and nonprofits, that demonstrate the ability to produce or procure fresh food and distribute that food to communities in need.

The grant includes funding for Abenaki Helping Abenaki, Capstone Community Action, The Center for an Agricultural Economy, The Intervale Center, Vermont Foodbank and the Vermont Land Trust to begin work on six projects to purchase food from local and socially disadvantaged farmers and begin distributing that food to underserved communities and food insecure





Vermonters during this growing season. Because of Vermont's short growing season, we would greatly appreciate an expedited review of this request so that these organizations can begin this important work to purchase and provide food this season.

The following outlines the scope of work for the grant.

- VAAFM staff will fund six pre-identified projects across the state and will offer oversight and support for these projects.
- VAAFM will develop a competitive grant program and application, launch a request for applications in November 2022, and review applications and offer funds by March 2023.
- VAAFM staff will oversee grant deliverables during the entire period of the competitive grant while offering support for the projects chosen.

Funding will be used primarily for = purchases of local food. VAAFM has budgeted \$11,260 of the award to fund salary and benefits of a current Agriculture Development Supervisor position who will oversee the award and claiming \$3,738 in indirect costs.

Thank you for your review and consideration of this important opportunity to help reduce food insecurity in Vermont and support historically disadvantaged farmers and producers. Please reach out to Agriculture Development Supervisor Kristina Sweet at kristina.sweet@vermont.gov or (802) 522-7811 with any questions.

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From: Fong, Sarah - AMS <sarah.fong@usda.gov>
Sent: Thursday, July 21, 2022 12:25 PM
To: Sweet, Kristina (she/her) <Kristina.Sweet@vermont.gov>
Cc: Munford, David - MRP-AMS, Washington, DC <David.Munford@usda.gov>; Lober, Elizabeth - AMS <elizabeth.lober@usda.gov>
Subject: RE: Vermont Application for USDA Local Food Purchase Assistance Program (LFPA)

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Hi Kristina,

Thanks so much for reaching out to follow-up on the status of your LFPA application. We have completed the review of your updated Project Narrative, and your revisions have been accepted. We will proceed with creating the agreement in the ezFedGrants system, which will include a budget of \$500,000 and a period of performance of 8/1/22-7/31/24.

We will keep you updated on the status of the agreement as it moves through the approval process in ezFedGrants. Please feel free to let me know if you have any questions in the meantime.

Thank you,

Sarah

-----Original Message-----

From: DoNotReply@grants.gov <DoNotReply@grants.gov>
Sent: Thursday, July 21, 2022 5:56 PM
To: Sweet, Kristina (she/her) <Kristina.Sweet@vermont.gov>
Subject: GRANT13610819 Grants.gov Agency Tracking Number Assignment for Application

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Grantor agency has assigned the following Agency Tracking Number to your application: 22-LFPAX-VT-0036.

You will need the Agency Tracking Number when corresponding with the Grantor agency about your application.

Use the Grants.gov Tracking Number at Grants.gov to check your application's status and to review your Agency Tracking Number.

Type: GRANT

Grants.gov Tracking Number: GRANT13610819

UEI: ZL9VH4Z7GAR2

AOR name: Kristina M Sweet

Application Name: Vermont Local Food Purchase Assistance Cooperative Agreement

Opportunity Number: USDA-AMS-10182-LFPA0000-22-0001

Opportunity Name: Local Food Purchase Assistance Program

<https://apply07.grants.gov/apply/login.faces?cleanSession=1>

Thank you.

Grants.gov

If you have questions please contact the Grants.gov Contact Center:

support@grants.gov

1-800-518-4726

24 hours a day, 7 days a week. Closed on federal holidays.

PLEASE NOTE: This email is for notification purposes only. Please do not reply to this email for any purpose.



NOTICE OF AWARD

United States
Department of
Agriculture

July 25, 2022

Agricultural
Marketing
Services

ATTN: Kristina Sweet, Program Manager
MONTPELIER, VT

Local Food
Purchase
Assistance

SUBJECT: Agricultural Marketing Service (AMS) Notice of Award (NOA) for
Agreement No. AM22LFPA0000C033

1400
Independence
Ave, SW
Room 4543-S
Stop 0264
Washington, DC
20250-0264

CFDA#: 10.182

Project Director: Kristina Sweet

Project Title: Local Food Purchase Assistance Cooperati

Period of Performance: August 1, 2022-July 31, 2024

AMS Award Amount: \$500,000.00

Matching Funds Amount: \$0.00

Dear Kristina Sweet:

The Agricultural Marketing Service (AMS) hereby awards a grant to STATE OF VERMONT DEPT FINANCE & MAN in support of the above referenced program. This Award is pursuant to (CFDA# 10.182, Local Food Purchase Assistance) and is subject to:

1. Your organization's application package, including the SF-424, SF-424B, Application/Project Narrative, Budget Summary/Narrative, other supporting letters and documents, as applicable, match verification, as applicable, AD-3030, Representations Regarding Felony Conviction and Tax Delinquent Status for Corporate Applicants, as applicable, and AD-3031, Assurance Regarding Felony Conviction or Tax Delinquent Status for Corporate Applicants, as applicable.
2. Agricultural Marketing Service Grants Division General Award Terms and Conditions (<https://www.ams.usda.gov/sites/default/files/media/FY2019GDTermsandConditions.pdf>)

Acceptance of this award requires an authorized STATE OF VERMONT DEPT FINANCE & MAN representative to sign and date the Grant Award and submit to Elizabeth LOBER at elizabeth.lober@usda.gov.

If you have any questions about this NOA, please contact the Federal Agency Project Manager listed in Box 13 of the attached Grant Agreement.

Sincerely,

Erin Morris

USDA, Agricultural Marketing Service

Grant Agreement Face Sheet

1. Accounting Code: 9000024663			2. Vendor I.D. (EIN):			3. UEI Number / DUNS Number: ZL9VH4Z7GAR2 / 809376718		
4. Agreement Number: AM22LFPA0000C033			5. Type of Instrument: Grant Agreement			6. CFDA Number: 10.182		
7. Title of Agreement: Local Food Purchase Assistance Cooperati								
8. Objective: To maintain and improve food and agricultural supply chain resiliency.								
9. Statement of Work: This agreement shall be carried out by the organizational units or officials of the Federal Agency and the Recipient in the manner and subject to the conditions provided in the Agricultural Marketing Service Grants Division General Award Terms and Conditions attached hereto and made a part of this agreement.								
10. Legal Authority: The Local Food Purchase Assistance Cooperative Agreement Program (LFPA) is authorized by Section 1001(b)(4) of the American Rescue Plan Act (P.L. 117-2).								
11. Federal Agency (Name and Address): Local Food Purchase Assistance				12. Recipient: STATE OF VERMONT DEPT FINANCE & MAN 116 STATE STREET MONTPELIER, VT 05620-2901				
13. Federal Agency Project Manager: CHANEL ROBINSON, Contract Specialist Telephone: Email: CHANEL.ROBINSON@AMS.USDA.GOV				14. Recipient Project Coordinator: Kristina Sweet, Program Manager Telephone: 8025227811 Email: kristina.sweet@vermont.gov				
15. Period of Performance: August 01, 2022 through July 31, 2024				16. Federal Agency Funding Amount: \$500,000.00			Non-Federal Matching Amount: \$0.00	
PROVISIONS								
This Agreement incorporates the following:								
1. Approved application and budget including any mutually agreed upon budget revisions and other changes and amendments thereto. 2. Agricultural Marketing Service Grants Division General Award Terms and Conditions (August 2019) available at https://www.ams.usda.gov/sites/default/files/media/FY2019GDTermsandConditions.pdf . 3. 2 CFR Part 200, 2 CFR Part 400								
17. Federal Agency Representative Approval: Erin Morris Deputy Administrator Agricultural Marketing Service				18. Recipient Representative Approval: Name: Diane Bothfeld Title: Director of Administrative Services IV				
19. Federal Agency Representative Approval Signature: Date: Erin Morris 07/21/2022				20. Recipient Representative Approval Signature: Date: Diane Bothfeld 07/25/2022				

Paperwork Burden Statement

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is . Public reporting burden for this collection of information is estimated to average 2 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project, Washington, DC 20503.

In accordance with Federal civil rights law and U.S. Department of Agriculture(USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- 1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410;*
- 2) fax: (202) 690-7442; or 3) email: program.intake@usda.gov. USDA is an equal opportunity provider, employer, and lender.*

Budget Details Table

	Funds Requested	Matching Funds	Gross Total By Line
Personnel	0.00	0.00	0.00
Travel	0.00	0.00	0.00
Supplies	0.00	0.00	0.00
Fringe Benefits	0.00	0.00	0.00
Equipment	0.00	0.00	0.00
Contractual	0.00	0.00	0.00
Other	500,000.00	0.00	500,000.00
Total Direct Cost	500,000.00	0.00	500,000.00
Cooperator Indirect Cost	0.00	0.00	0.00
Gross Total	500,000.00	0.00	500,000.00