



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: October 30, 2013
Subject: Grant Requests

Enclosed please find eight (8) items that the Joint Fiscal Office has received from the administration. One limited service position is associated with these items.

JFO #2643 – \$150,000 grant from New England Waste Services of Vermont to the Vermont Agency of Transportation. These funds will be used to match federal funding designated for improvements to the Newport State Airport.

[JFO received 10/14/13]

JFO #2644 – Donation of truck and trailer valued at \$17,870 from Fletcher Allen Health Care to the Vermont Department of Health. This equipment will become part of the Public Health Preparedness program (in support of the Medical Reserve Corp, Medical Surge, and Mobile Hospital) and be deployed when requested by Vermont hospitals and local emergency response agencies.

[JFO received 10/23/13]

JFO #2645 – \$60,000 grant from the U.S. Department of Justice to the Vermont Department of Corrections. These funds will be used to create a system-wide approach to reentry by assembling a task force of stakeholders to analyze current conditions and develop a plan that includes recidivism reduction goals.

[JFO received 10/23/13]

JFO #2646 – \$300,000 grant from the U.S. Department of Justice to the Vermont Judiciary. These funds will be used in Windham County to implement a domestic violence docket that will enhance services to victims of domestic violence. **One (1) limited service position** is associated with this request.

[JFO received 10/28/13]

JFO #2647 – \$325,000 grant from the U.S. Department of Health and Human Services to the Vermont Department of Health. These funds will be used to enhance health policies focused on Vermont youth, such as measuring the health environment at schools and conducting the Youth Risk Behavior Survey.

[JFO received 10/28/13]

JFO #2648 – \$450,000 grant from the U.S. Department of Health and Human Services to the Vermont Agency of Human Services. This grant will fund an employment program aimed at helping older

refugees find employment. The funding will also support younger refugees making the transition from secondary school to the workforce or higher education.
[JFO received 10/28/13]

JFO #2649 – \$64,902 grant from the U.S. Department of Justice to the Vermont Center for Crime Victim Services (VCCVS). These funds will be used to develop a plan for increasing accessibility to VCCVS services among people with disabilities.
[JFO received 10/28/13]

JFO #2650 – \$264,104 grant from the U.S. Department of Justice to the Vermont Center for Crime Victim Services (VCCVS). These funds will be used support a training program (for law enforcement and advocates) designed to promote cooperation and produce a plan aimed at reducing fatalities associated with domestic violence and stalking.
[JFO received 10/28/13]

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 November 13 we will assume that you agree to consider as final the Governor's acceptance of these requests.



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Agency of Administration

570 2650

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

Grant Summary:		VCCVS will use these funds to implement a training program for law enforcement and network advocates to promote leadership and cooperation in an effort to reduce the number of statewide fatalities related to domestic and sexual violence and stalking.			
Date:		10/15/2013			
Department:		Vermont Center for Crime Victim Services			
Legal Title of Grant:		OVW Grants to Encourage Arrest			
Federal Catalog #:		CFDA#16.590			
Grant/Donor Name and Address:		Dept of Justice, OJP, Office on Violence Against Women, 145 N St NE Suite 10w.121, Washington DC 20530			
Grant Period:		From: 10/1/2013		To: 9/30/2016	
Grant/Donation		\$264,104			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$125,087	\$86,998	\$52,019	\$264,104	
Position Information:	# Positions	Explanation/Comments			
	0				
Additional Comments:					
Has Vantage budget detail been reviewed and reconciled? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>HE</i> (Analyst Initial)					
Department of Finance & Management		<i>10/23/13</i> (Initial)			
Secretary of Administration		<i>10/23/13</i> (Initial)			
Sent To Joint Fiscal Office		<i>10/24/13</i> Date			



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

BASIC GRANT INFORMATION

1. Agency:	VT Center for Crime Victim Services		
2. Department:			
3. Program:			
4. Legal Title of Grant:	OVW Grants to Encourage Arrest		
5. Federal Catalog #:	16.590		
6. Grant/Donor Name and Address:	Dept. of Justice, OJP, Office on Violence Against Women		
7. Grant Period:	From:	10/1/2013	To: 9/30/2016
8. Purpose of Grant:	Leadership training for VT Law enforcement and Network Directors which will culminate in the development of a statewide plan for reducing domestic and sexual violence-related fatalities in VT.		
9. Impact on existing program if grant is not Accepted:	loss of an opportunity to address the high rate of domestic violence fatalities in Vermont		

10. BUDGET INFORMATION

	SFY 1	SFY 2	SFY 3	Comments
	FY 14	FY 15	FY16	
Expenditures:				
Personal Services	\$97,903	\$24,194	\$25,495	
Operating Expenses	\$2,500	\$5,000	\$2,500	
Grants	\$24,684	\$57,804	\$24,024	
Total	\$125,087	\$86,998	\$52,019	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$125,087	\$86,998	\$52,019	
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$	\$	\$	

Appropriation No:	Amount:
2160010100	\$157,592
2160010200	\$106,512
	\$
	\$
	\$
	\$
	\$
Total	\$264,104

OCT 10 2013

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

Has current fiscal year budget detail been entered into Vantage? Yes No

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.
 N/A - grant application identified specific entities who will work on project through a contractual arrangement with CCVS

Appointing Authority Name: _____ Agreed by: Mej (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: <u>Juditha Rey</u>	Date: <u>10/8/13</u>
Title: Executive Director	
Signature: _____	Date: _____
Title: _____	

14. SECRETARY OF ADMINISTRATION

Approved: _____ (Secretary or designee signature) Date: 10/23/13

15. ACTION BY GOVERNOR

Check One Box: Accepted _____ (Governor's signature) Date: 10/24/13

Rejected _____

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).

Proposal Abstract

The state of Vermont is seeking funding under the Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program in order to diminish the number of domestic violence, sexual violence and stalking related fatalities in the state of Vermont and increase leadership capacity around crimes of violence against women. This will be achieved through the implementation of a leadership training program for law enforcement, the development of a leadership training program for violence against women advocates, and from these trainings bringing together law enforcement and advocate leaders to form a task force that will develop a statewide strategic plan for the reduction of domestic violence, sexual violence and stalking related fatalities. Victims of domestic violence, sexual violence and stalking in the state of Vermont will benefit from the increased leadership by law enforcement and advocates in responding to incidents of violence. In addition, a coordinated response between law enforcement, victim advocates, and other key stakeholders in Vermont will further address gaps in lethality assessments and develop strategies to reduce the number of fatalities caused as a result of violence against women.

The goal of the proposed project is to increase the leadership capacity of law enforcement and violence against women advocates in an effort to develop collaborative leadership strategies to reduce fatalities caused as a result of domestic violence, sexual assault and stalking. This goal will be met by completion of four objectives: 1) Provide leadership training to members of law enforcement across the state of Vermont; 2) Develop and implement a leadership training for advocates working in the violence against women field; 3) Develop and implement a series of engagement activities and combined training for newly trained law enforcement and advocate leaders to strengthen relationships and promote collaborative leadership initiatives.; and 4) Convene a task force of experts to develop a statewide Strategic Plan for Fatality Reduction.

The development and implementation of the Vermont law enforcement leadership institute will

Vermont Grant to Encourage Arrest and Enforcement of Protection Orders Program - OVW- 2013-3397

be conducted by consultant Thomas Tremblay and the International Association of Chiefs of Police (IACP). Mr. Tremblay will also consult on the development of the advocacy leadership curriculum, will coordinate engagement activities following the law enforcement training, and will assist with the implementation of the statewide strategic planning task force. The Vermont Network Against Domestic and Sexual Violence will be involved in the coordination of the implementation and development of the Vermont advocate leadership institute, coordination of engagement activities, development of joint training, and implementation of the statewide strategic planning task force. Circle, a domestic violence agency in Vermont will serve as the victim service organization partner and will be involved in the development and implementation of the advocate leadership institute and will participate in the implementation of the statewide strategic planning task force. The task force will be made up of leaders across the state, including representatives from the Domestic Violence Fatality Review Commission, Office of the Attorney General, Council on Domestic Violence, Vermont Center for Crime Victim Services, Vermont Network, and representatives from the domestic and sexual violence agency programs, local and state law enforcement, and sheriff departments, who have attended the leadership trainings.

Budget Detail and Narrative

A. PERSONNEL

Vermont Center for Crime Victim Services

Name/Position	Computation	Cost
Rachel Schwartz, Grants Manager	\$57,238.00 x 3 years x 10%	\$17,171.40
Rita Tornatore, Financial Manager	\$74,107.33 x 3 years x 10%	\$22,232.20

The Center’s Grants Manager, Rachel Schwartz, will monitor sub-grantees for compliance with all programmatic and financial requirements. The Center’s Financial Manager, Rita Tornatore, will be charged with applying for, drawing down and reporting on all project expenditures. Both the Grants Manager and Financial Manager will dedicate 10% of their time all three years of this project.

TOTAL PERSONNEL: \$39,403.60

B. FRINGE BENEFITS

Name/Position	Computation	Cost
Rachel Schwartz, Grants Manager		
Employer's FICA	\$17,171.40 x .0765	\$1,313.61
Health/Dental Insurance	\$37,950.60 x .10	\$3,795.06
Workers Compensation	\$82.42 x .10	\$8.24
Unemployment Compensation	\$33,150.00 x .10	\$3,315.00
Rita Tornatore, Financial Manager		
Employer's FICA	\$22,232.20 x .0765	\$1,700.76
Health/Dental Insurance	\$37,950.60 x .10	\$3,795.06
Workers Compensation	\$106.71 x .10	\$10.67
Unemployment Compensation	\$33,150.00 x .10	\$3,315.00

The Vermont Center for Crime Victim Services is requesting fringe benefits for the Grants Manager and Financial Manager. Both the Grants Manager and Financial Manager will dedicate 10% of their

time to this project.

TOTAL FRINGE BENEFITS: \$17,253.40

TOTAL PERSONNEL AND FRINGE BENEFITS: \$56,657

C. TRAVEL

Purpose of Travel	Location	Item	Computation	Cost
OVW Mandated Training and Technical Assistance	TBD	Airfare	\$707 x 8 people	\$5,656.00
		Lodging	\$125 (avg.) x 3 nights x 8 people	\$3,000.00
		Per diem	\$42 x 4 days x 8 people	\$1,344.00

The full amount of the required \$10,000 in OVW mandated technical assistance and training funds has been allocated to cover the costs of travel for staff to travel to designated trainings. Locations for trainings are not known at this time. Travel estimates are based on the Center's travel policy and average cost of trainings.

TOTAL TRAVEL: \$10,000

G. CONSULTANTS/CONTRACTS

Tom Tremblay

Name of Consultant	Service Provided	Computation	Cost
Tom Tremblay	Preparation for law enforcement training and curriculum revisions	\$650/day x 5 days	\$3,250.00
	Recruitment of law enforcement training participants	\$650/day x 4 days	\$2,600.00
	Participation in quarterly meetings (will include 4 half-day meetings a year x 3 years)	\$650/day x 6 days	\$3,900.00
	Consultation on advocacy leadership curriculum	\$650/day x 2 days	\$1,300.00
	Coordination and facilitation of engagement activities and joint training	\$650/day x 8 days	\$5,200.00
	Development and	\$650/day x 5 days	\$3,250.00

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	implementation of strategic planning task force		
	Participation in task force meetings	\$650/day x 3 days	\$1,950.00

Tom Tremblay will be involved in all aspects of the proposed project as a consultant and will receive a rate of \$650/day for 33 days over the course of all three years of the project. During year 1, Mr. Tremblay will participate in quarterly grant meetings, coordinate the law enforcement curriculum revisions, and will assist in the development of the advocacy curriculum. In years 2 and 3, he will be involved in the coordination and facilitation of engagement and joint training activities for law enforcement. Also in years 2 and 3, Mr. Tremblay will assist with the development and implementation of the strategic planning task force, participate in task force meetings, and attend quarterly grant meetings.

CONSULTANT TOTAL: \$21,450

Vermont Network Against Domestic and Sexual Violence

Personnel and Fringe Benefits

Name of Personnel	Service Provided	Computation	Cost
Karen Tronsgard-Scott, Executive Director	Participation in quarterly grant meetings	\$48/hour x 4 hours/week x 3 years	\$29,952.00
	Development and implementation of advocacy leadership curriculum		
	Development and implementation of strategic planning task force		
	Participation in task force meetings		
Zoe Gascon, Legal Projects Coordinator	Development and implementation of advocacy leadership curriculum	\$27/hour x 120 hours	\$3,240
	Coordination and facilitation of engagement activities and joint training	\$27/hour x 10 hours/week x 2 years	\$28,080.00

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Chani Waterhouse, Associate Director of Member Program Support	Development and implementation of advocacy leadership curriculum	\$32.50/hour x 120 hours	\$3,900.00
Amy Torchia, Children's Advocate	Development and implementation of advocacy leadership curriculum	\$47/hour x 60 hours	\$2,820.00
Ana Cimino, Training and Technical Assistance Coordinator	Development and implementation of advocacy leadership curriculum	\$27/hour x 120 hours	\$3,240.00

SUBTOTAL PERSONNEL: \$71,232

Training Costs (for Advocacy Leadership Institute)

Description of Item	Computation	Cost
Consultation with national experts on curriculum development	\$650/day x 3 days	\$1,950.00
Travel for training participants	Lodging - \$138 x 4 nights x 30 participants	\$16,560.00
	Local travel - \$50 x 1 event x 30 participants	\$1,500.00
	Per diem - \$42/day x 5 days x 30 participants	\$6,300.00
Travel for trainers and staff	Lodging - \$138 x 4 nights x 5 trainers	\$2,760.00
	Local travel - \$50 x 1 event x 5 trainers	\$250.00
	Per diem - \$42/day x 5 days x 5 trainers	\$1,050.00
Facility and equipment rental	\$100/day x 5 days	\$500.00
Curriculum printing costs	\$500 per event	\$500.00
Participant event binders printing costs	\$150 per event	\$150.00
Postage	\$350 per event	\$350.00
Event supplies	\$200 per event	\$200.00
Resource flashdrives	\$7 per drive x 30 participants	\$210.00

SUBTOTAL TRAINING: \$32,280

The Vermont Network Against Domestic and Sexual Violence will serve as a consultant on this project and will be involved in the coordination of grant activities, including the development and

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implementation of the advocacy leadership institute, joint training and engagement for advocates, and the strategic planning task force. Personnel funding will be provided for the Executive Director, Legal Projects Coordinator, Associate Director of Member Program Support, Children's Advocate, and Training and Technical Assistance Coordinator. The Executive Director will devote 10% of her time to this project over the three year grant period. She will participate in quarterly grant meetings, coordinate the development and implementation of the advocacy leadership curriculum, assist with the development and implementation of the strategic planning task force and participate in task force meetings. The Legal Projects Coordinator will be involved in the development and implementation of the advocacy leadership training curriculum in year 1 and will coordinate the engagement and joint training activities for 10 hours per week during years 2 and 3 of the grant. The Associate Director of Member Program Support, Children's Advocate, and Training and Technical Assistance Coordinator will be involved with the development of the advocacy leadership curriculum during year 1 and will assist with the implementation of the training in year 2.

The Vermont Network will also conduct the 5-day training program and will coordinate participant travel and logistics in attending the training. Compensation includes funding for consultation, travel (local travel, lodging and per diem for faculty/staff), and other training costs. Travel costs for participants will include local travel reimbursement (mileage), lodging, and daily per diem. Event costs include facility rental and event supplies, such as resources, printing and postage.

CONSULTANT TOTAL: \$103,512

International Association of Chiefs of Police

Training Costs (for Law Enforcement Leadership Institute)

Description of Item	Computation	Cost
Training Faculty Institute faculty and staff (includes 8 faculty/staff conducting training and preparation for training)	\$450/day x 54 days	\$24,300.00
Travel for Faculty/Curriculum Development meeting (includes 8 out of town consultants, trainers and IACP staff)	Airfare - \$600 x 1 trip x 8 people	\$4,800.00
	Lodging - \$138 x 1 night x 8 people	\$1,104.00
	Per diem - \$42/day x 1 day x 8 people	\$336.00
Travel for Trainers and IACP Staff	Airfare - \$600 x 1 trip x 8 people	\$4,800.00
	Lodging - \$138 x 5 nights x 8 people	\$5,520.00
	Local travel - \$75 x 1 trip x 8 people	\$600.00

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	Per diem - \$42/day x 5 days x 8 people	\$1,680.00
Travel for training participants	Lodging - \$138 x 4 nights x 30 participants	\$16,560.00
	Local travel - \$50 x 1 event x 30 participants	\$1,500.00
	Per diem - \$42/day x 5 days x 30 participants	\$6,300.00
Facility and equipment rental	\$100/day x 5 days	\$500.00
Event supplies	\$200 per event	\$200.00
Resource flashdrives	\$7 per drive x 30 participants	\$210.00
Curriculum printing costs	\$500 per event	\$500.00
Participant event binders printing costs	\$150 per event	\$150.00
Postage for pre-event, curriculum development meeting	\$75 per event	\$75.00
Event postage	\$350 per event	\$350.00

The International Association of Chiefs of Police (IACP) will serve as a consultant on this project and will be involved with the law enforcement leadership institute. IACP faculty and staff will conduct the 5-day training program, and will be compensated for the training as well as pre-planning meetings. Compensation includes funding for consultation, travel (airfare, lodging and per diem for faculty/staff), and other training costs. As the organizer of the law enforcement training, IACP will also coordinate participant travel and logistics in attending the training. Travel costs for participants will include local travel reimbursement (mileage), lodging, and daily per diem. Event costs include facility rental and event supplies, such as resources, printing and postage.

CONSULTANT TOTAL: \$69,485

Circle

Name of Consultant	Service Provided	Computation	Cost
Circle	Assist with the development and implementation of advocacy leadership curriculum	\$50/hour x 60 hours	\$3,000.00

Circle will serve as a consultant in the development of the advocacy leadership curriculum and will assist with the implementation of the advocacy training. Circle will be compensated at a rate of \$50/hour for 60 hours of work over the first year of the grant.

CONSULTANT TOTAL: \$3,000

TOTAL CONSULTANT FEES: \$197,447

TOTAL BUDGET: \$264,104

Budget Summary

Budget Category	Amount
A. Personnel	\$39,403.60
B. Fringe Benefits	\$17,253.40
C. Travel	\$10,000.00
D. Equipment	\$0
E. Supplies	\$0
F. Construction	\$0
G. Consultants and Contracts	\$197,447.00
H. Other Costs	\$0
Total Direct Costs	\$264,104
I. Indirect Costs	\$0
TOTAL PROJECT COSTS	\$264,104
Federal share requested	\$264,104
Non-Federal (Match Amount)	\$0