



**Mailing Address:**  
1 Baldwin Street  
Drawer 33  
Montpelier, Vermont 05633-5701

Tel.: (802) 828-2295  
Fax: (802) 828-2483

**STATE OF VERMONT**  
**JOINT FISCAL COMMITTEE**  
1 Baldwin Street  
Montpelier, Vermont 05633-5701

## MEMORANDUM

---

**To:** James Reardon, Commissioner of Finance & Management

**From:** Nathan Lavery, Fiscal Analyst *NL*

**Date:** May 14, 2008

**Subject:** Status of Grant

---

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

**JFO #2324** — \$14,500 grant from the Northeast Center for Agricultural Health to the Agency of Agriculture, Food & Markets. These grant funds will be used to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison counties.

*[JFO received 04/14/08]*

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: Linda Morse  
Roger Albee



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Roger Albee



**STATE OF VERMONT**  
HOUSE OF REPRESENTATIVES


**MEMORANDUM**

To: Rep. Obuchowski  
Rep. Smith  
From: Rep. Zuckerman   
Date: April 18, 2008  
Subject: JFO #2324

As chair of the House Committee on Agriculture, I recommend proceeding with acceptance of this grant. Increasing worker safety training is an important component in the safe and efficient operation of our farms.

cc: Stephen Klein

## MEMORANDUM

To: Representative David Zuckerman  
From: Nathan Lavery,   
Date: April 15, 2008  
Subject: JFO #2324 (Agriculture grant)

Representatives Michael Obuchowski and Shap Smith asked that I forward to you a copy of the enclosed request and cover memo. They are requesting you provide them with your observations regarding the enclosed item.

cc: Rep. Michael Obuchowski  
Rep. Shap Smith  
Stephen Klein

*Nathan -  
Please find a  
memo to Rep. Obuchowski +  
JFO - Stephen Klein*

MEMORANDUM

*that I approve  
of this grant. our  
farmers need to be careful  
and this will help w/  
efficiency and safety -  
Dave Z*

To: Representative David Zuckerman  
From: Nathan Lavery *NL*  
Date: April 15, 2008  
Subject: JFO #2324 (Agriculture grant)

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cc: Rep. Michael Obuchowski  
Rep. Shap Smith  
Stephen Klein



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**JOINT FISCAL COMMITTEE**  
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## MEMORANDUM

**To:** Joint Fiscal Committee Members

**From:** Nathan Lavery, Fiscal Analyst *NL*

**Date:** April 15, 2008

**Subject:** Grant Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

**JFO #2324** — \$14,500 grant from the Northeast Center for Agricultural Health to the Agency of Agriculture, Food & Markets. These grant funds will be used to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison counties. [*JFO received 04/14/08*]

The Joint Fiscal Office has reviewed this submission 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) or Stephen Klein at 802/828-5769; [sklein@leg.state.vt.us](mailto:sklein@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 April 29 we will assume that you agree to consider as final the Governor's acceptance of this request.

cc: James Reardon, Commissioner  
Linda Morse, Administrative Assistant  
Roger Albee, Secretary

JFO #  
2324

STATE OF VERMONT  
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.

TITLE OF GRANT: Feasibility Project: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties.

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health  
One Atwell Road  
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: \$14,500.00

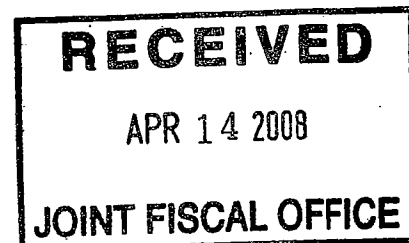
POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

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

(INITIAL) SM 4/7/08  
(INITIAL) SPM 4/7/08  
DATE: 4/9/08



**STATE OF VERMONT**  
**REQUEST FOR GRANT ACCEPTANCE**  
 (use additional sheets as needed)

**FORM AA-1**  
 (Rev. 9-90)

1. Agency:
2. Department: **Vermont Agency of Agriculture, Food & Markets**
3. Program: **Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties**
4. Legal Title of Grant: **Feasibility Projects**
5. Federal Catalog No.: **N/A**
6. Grantor and Office Address: **The Northeast Center for Agricultural Health  
 One Atwell Road  
 Cooperstown, NY 13326**

7. Grant Period: From: **04-15-2008** To: **04-14-2009**

8. Purpose of Grant: (Attach additional Sheets if needed)  
 To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.

9. Impact on Existing Programs if Grant is not Accepted:  
 None

| 10. Budget Information:                                  | (1st State FY)   | (2nd State FY)   | (3rd State FY) |
|--|------------------|------------------|----------------|
|  | <u>FY 2008</u>   | <u>FY 2009</u>   | <u>FY 2010</u> |
| <b>EXPENDITURES:</b>                                     |                  |                  |                |
| Personal Services  | \$ 2,500.        | \$ 2,742.        | \$             |
| Operating Expenses                                       | \$ 7,270.        | \$ 1,988.        | \$             |
| Grants   | \$               | \$               | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |
| <b>REVENUES:</b>   |                  |                  |                |
| State Funds:   |                  |                  |                |
| Cash   | \$               | \$               | \$             |
| In-Kind  | \$               | \$               | \$             |
| Federal Funds:   |                  |                  |                |
| (Direct Costs)   | \$               | \$               | \$             |
| (Statewide Indirect)                                     | \$               | \$               | \$             |
| (Department Indirect)                                    | \$               | \$               | \$             |
| Other Funds:   |                  |                  |                |
| (source) <u>Northeast Center for Agricultural Health</u> | \$ 9,770.        | \$ 4,730.        | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |

Grants will be allocated to these appropriation expenditure accounts

Appropriation Nos.  
 DEPTID 2200030000  
 FUND 21889  
 PROGRAM TBD

Amounts  
 \$ 14,500.

REC'D APR 04 2008



11. Will grant monies be spent by one or more personal service contracts?

YES  NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X \_\_\_\_\_ (Date)

12a. Please list any requested Limited Service Positions:

| Titles | Number of Positions |
|--------|---------------------|
|        |                     |
|        |                     |
|        |                     |
|        |                     |
| TOTAL  |                     |

12b. Equipment and space for these positions:

- Is presently available.
- Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

*Dave Lane for Roger Albee*  
 (Signature)  
Secretary: Agriculture, Food & Markets  
 (Title)

4/4/08  
(Date)

14. Action by Governor:

- Approved
- Rejected

*[Signature]*  
 (Signature)

4/9/08  
(Date)

15. Secretary of Administration:

- Request to JFO
- Information to JFO

*Ronda P. Meek*  
 (Signature)

4/7/08  
(Date)

16. Action by Joint Fiscal Committee:

(Dates)

- Request to be placed on JFC agenda
- Approved (not placed on agenda in 30 days)
- Approved by JFC
- Rejected by JFC
- Approved by Legislature

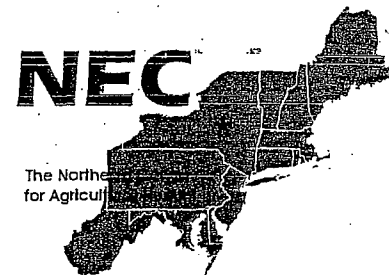
\_\_\_\_\_  
(Signature)

(Date)



NYCAMH / Northeast Center

One Atwell Road  
Cooperstown, NY 13326  
Ph: 607-547-6023/800-343-7527  
Fx: 607-547-6087  
www.nycamh.com



3/20/08

Louise Waterman  
Vermont Agency of Agriculture, Food & Markets  
116 State St.  
Montpelier, VT 05620-2901

Dear Louise,  
Congratulations on the funding approval of your Feasibility proposal entitled: "Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties". We are able to fund this for the amount of \$14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

Your funding for this grant will run from April 15, 2008 to April 14, 2009. Sue Ackerman, RN, our center manager, will contact you in the next few weeks with a request for a proposed timeline, and information on quarterly progress reports.

We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,



John May, MD  
NEC Center Director

Cc: Dr. Dennis Murphy

The Northeast Center for Agricultural Health  
Application for Project Funding

Coversheet

**A. Title**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

**B. Applicant**

Louise Waterman – Education Coordinator  
Louise.Waterman@state.vt.us  
802-828-6900

**C. Institution Name and Address**

Vermont Agency of Agriculture, Food & Markets  
116 State Street  
Montpelier, VT 05620-2901

**D. Type Project (circle one)**

Research

Education XXXX

Prevention

**E. Duration of project**

One Year

**F. Total funds requested**

\$14,998

**G. Other cooperating agencies**

\*Caterpillar- Corporate Safety Division

\*Milton CAT – Vermont CAT dealer

\*UVM-EXT – Safety Pilot Project

**The Northeast Center for Agricultural Health  
Application for Project Funding**

**Narrative**

**Proposed Project Title:**

**Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties**

**Background:**

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont's dairy industry and it's important to the industry's future in Vermont. Providing a safer working environment for employees is an important part of a producer's and or manager's responsibilities.

We have been working with Vermont dairy producers on farm safety awareness and training through several projects.

For the last 3 years we have conducted bilingual employee milker training workshops. We have included a safety component with each of these workshops.

The Vermont Farm Safety Pilot Program started in August of 2007 with 13 farms involved in the project. This project was an initiative of the Vermont Dairy Task Force in partnership with the Vermont Agency of Agriculture, the Vermont Department of Labor and the UVM Extension System. This program aims to train farmers to educate their employees on farm safety issues in an effort to reduce injuries and accidents on farms. As part of this project participating dairy farmers committed to conducting monthly on-farm safety training meetings for employees. All participants received an extensive notebook of materials, posters and signs for farm safety.

One tool that was not available was a bilingual CD on skid steer loader safety directed specifically for agriculture. Caterpillar- Corporate Safety Division agreed to develop this tool with our support which will include a CD + training manual and poster in English and Spanish.

This proposed project (Bilingual Skid Steer Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties) will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

\*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts – resource for future safety projects

Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits, Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of \$5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. – February and March of 2008  
Kits would then be available at the regular price. - Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

**Potential funding sources / mechanisms for future expansion of this project:**

We would ask for industry support, in particular CAT dealers that do business in Vermont. Milton CAT, located in Richmond VT, is very interested in continuing to working with us. Also milk companies such as St Albans Cooperative and agricultural bankers such as Yankee Farm Credit would be potential future collaborators. We feel confident in getting industry support because we have worked with industry very successfully on other projects.

**Budget:**

Please see attached budget form

Most dairy farms use skid steer loaders for a variety of purposes. This versatile piece of equipment is used inside and outside. Accidents with skid steer loaders can occur when conditions have changed due to weather and or when untrained individuals operate them.

Agriculture is among the most hazardous occupations with the highest rate of occupational fatalities and eight times the national average within all industry sectors. This information is from the US Department of Labor Statistics in 2005.

Skid steer loaders differ from tractors in steering, mounting and dismounting and operators are not always aware of the hazards involved in operating them. We have reviewed case studies involving skid steer loader accidents from the University of Iowa, Florida and Wisconsin (FACE Programs).

All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

#### **Objectives and Methods and Timelines:**

\*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

Method and Timeline for this objective:

June – September 2008 - Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division

First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - \$5) the skid steer loader safety kit that will include the bilingual CD and training manual.

\*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

\*More skid steer operators will know how to run them safely.

\*More productive employees through increased awareness of skid steer hazards and safety precautions.

Method and Timeline for these objectives:

As orders come in, safety CDs will be sent out - November and December of 2008

Name of Contractor: Louise Waterman

Institution: Vermont Agency of Agriculture, Food & Markets

(short date format)

Period of Performance: From 06/01/08 to 05/01/09

Method of Selection: Competitive

Amount Requested \$ 14,998

Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

Itemized Budget:

Personnel:

| Name            | Title                 | Salary    | FTE   | Requested Salary | Fringe Rate | Requested Fringe | Total    |
|-----------------|-----------------------|-----------|-------|------------------|-------------|------------------|----------|
| Louise Waterman | Education Coordinator | \$ 52,000 | 8.00% | \$ 4,160         | 38%         | \$ 1,581         | \$ 5,741 |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
| Subtotal Salary |                       |           |       | \$ 4,160         |             |                  |          |
| Subtotal Fringe |                       |           |       |                  |             | \$ 1,581         |          |
| Total Personnel |                       |           |       |                  |             |                  | \$ 5,741 |

chksm \$ -

Other than Personnel:

Equipment:

(description)

amount

| (description) | amount |
|---------------|--------|
|               |        |
|               |        |
|               |        |

equipment subtotal: \$ -

Travel:

Out of state:

|                        |  |                           |
|------------------------|--|---------------------------|
| # individuals:         |  |                           |
| # trips:               |  |                           |
| Transportation costs:  |  | (per individual per trip) |
| per diem:              |  | (per individual per trip) |
| Out of state subtotal: |  | \$ -                      |

Local:

|                |       |                           |
|----------------|-------|---------------------------|
| # individuals: |       |                           |
| per diem:      |       | (per individual per trip) |
| # miles:       |       |                           |
| \$ per mile:   | 0.445 |                           |
| Local Subtotal |       | \$ -                      |

travel subtotal: \$ -

Supplies:

(description)

amount

|   |          |
|---|----------|
| 460 skid steer safety posters @ \$3/poster - for first mailing                | \$ 1,380 |
| 225 skid steer safety CD's + support material @ \$18/kit ( \$25 less the \$3) | \$ 4,050 |
| Safety 'prize' for third mailing 150 @ \$5/ mailing                           | \$ 750   |

supplies subtotal: \$ 6,180

Other:

(description)

amount

|  |          |
|--|----------|
| First mailing @ \$4/ mailing with 460 mailed out             | \$ 1,840 |
| Second mailing @ \$3.5/ mailing - 225 mailed                 | \$ 788   |
| Third mailing @ \$3/ mailing - 150 safety rewards mailed out | \$ 450   |

other subtotal \$ 3,078

Total Other Than Personnel

\$ 9,258

Total direct costs

\$ 14,998

Indirect cost rate:

Indirect cost base 14,998.30

Total Indirects

Total budget: (generally should not exceed \$15,000)

14,998

NATHAN

Lavery -

JFO

See note  
on mens  
+X-22

From DAVID

ZUCKERMAN





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**JOINT FISCAL COMMITTEE**  
1 Baldwin Street  
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## MEMORANDUM

**To:** Joint Fiscal Committee Members

**From:** Nathan Lavery, Fiscal Analyst *NL*

**Date:** April 15, 2008

**Subject:** Grant Request

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The Joint Fiscal Office has reviewed this submission 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) or Stephen Klein at 802/828-5769; [sklein@leg.state.vt.us](mailto:sklein@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 April 29 we will assume that you agree to consider as final the Governor's acceptance of this request.

cc: James Reardon, Commissioner  
Linda Morse, Administrative Assistant  
Roger Albee, Secretary

*email Roben Shaker (Ag. et Adm.)*  
*Mary Morrison (Ag)*



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cc: James Reardon, Commissioner  
Linda Morse, Administrative Assistant  
Roger Albee, Secretary

INFORMATION NOTICE

The following item was recently received by the Joint Fiscal Committee:

**JFO #2324** — \$14,500 grant from the Northeast Center for Agricultural Health to the Agency of Agriculture, Food & Markets. These grant funds will be used to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison counties.

*[JFO received 04/14/08]*

JFO #  
2324

STATE OF VERMONT  
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.

TITLE OF GRANT: Feasibility Project: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties.

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health  
One Atwell Road  
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: \$14,500.00

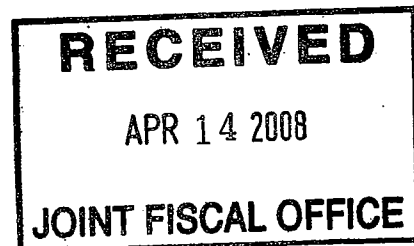
POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

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

(INITIAL) SM 4/7/08  
(INITIAL) RPM 4/7/08  
DATE: 4/9/08



**STATE OF VERMONT**  
**REQUEST FOR GRANT ACCEPTANCE**  
 (use additional sheets as needed)

**FORM AA-1**  
 (Rev. 9-90)

1. Agency:  
 2. Department: **Vermont Agency of Agriculture, Food & Markets**  
 3. Program: **Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties**  
 4. Legal Title of Grant: **Feasibility Projects**  
 5. Federal Catalog No.: **N/A**  
 6. Grantor and Office Address: **The Northeast Center for Agricultural Health  
 One Atwell Road  
 Cooperstown, NY 13326**

7. Grant Period: From: **04-15-2008** To: **04-14-2009**

8. Purpose of Grant: (Attach additional Sheets if needed)  
**To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.**

9. Impact on Existing Programs if Grant is not Accepted:  
 None

| 10. Budget Information:                                  | (1st State FY)<br><u>FY 2008</u> | (2nd State FY)<br><u>FY 2009</u> | (3rd State FY)<br><u>FY 2010</u> |
|--|----------------------------------|----------------------------------|----------------------------------|
| <b>EXPENDITURES:</b>                                     |                                  |                                  |                                  |
| Personal Services  | \$ 2,500.                        | \$ 2,742.                        | \$                               |
| Operating Expenses                                       | \$ 7,270.                        | \$ 1,988.                        | \$                               |
| Grants   | \$                               | \$                               | \$                               |
| <b>TOTAL</b>   | <b>\$ 9,770.</b>                 | <b>\$ 4,730.</b>                 | <b>\$</b>                        |
| <b>REVENUES:</b>   |                                  |                                  |                                  |
| State Funds:   |                                  |                                  |                                  |
| Cash   | \$                               | \$                               | \$                               |
| In-Kind  | \$                               | \$                               | \$                               |
| Federal Funds:   |                                  |                                  |                                  |
| (Direct Costs)   | \$                               | \$                               | \$                               |
| (Statewide Indirect)                                     | \$                               | \$                               | \$                               |
| (Department Indirect)                                    | \$                               | \$                               | \$                               |
| Other Funds:   |                                  |                                  |                                  |
| (source) <u>Northeast Center for Agricultural Health</u> | \$ 9,770.                        | \$ 4,730.                        | \$                               |
| <b>TOTAL</b>   | <b>\$ 9,770.</b>                 | <b>\$ 4,730.</b>                 | <b>\$</b>                        |

Grants will be allocated to these appropriation expenditure accounts

Appropriation Nos.  
 DEPTID 2200030000  
 FUND 21889  
 PROGRAM TBD

Amounts  
 \$ 14,500.

REC'D APR 04 2008

11. Will grant monies be spent by one or more personal service contracts?

YES  NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X \_\_\_\_\_ (Date)

12a. Please list any requested Limited Service Positions:

| Titles | Number of Positions |
|--------|---------------------|
|        |                     |
|        |                     |
|        |                     |
|        |                     |
| TOTAL  |                     |

12b. Equipment and space for these positions:

- Is presently available.
- Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

*David Lane for Roger Albee*  
 (Signature)  
 Secretary: Agriculture, Food & Markets  
 (Title)

4/4/08  
(Date)

14. Action by Governor:

- Approved
- Rejected

*[Signature]*  
 (Signature)

4/9/08  
(Date)

15. Secretary of Administration:

- Request to JFO
- Information to JFO

*Ronda P. M... [Signature]*  
 (Signature)

4/7/08  
(Date)

16. Action by Joint Fiscal Committee:

(Dates)

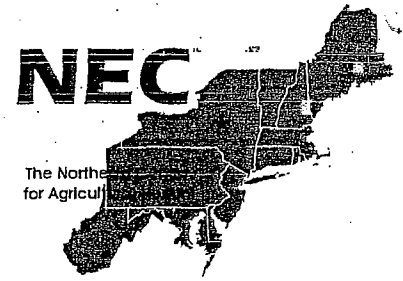
- Request to be placed on JFC agenda
- Approved (not placed on agenda in 30 days)
- Approved by JFC
- Rejected by JFC
- Approved by Legislature

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)



NYCAMH / Northeast Center  
One Atwell Road  
Cooperstown, NY 13326  
Ph: 607-547-6023/800-343-7527  
Fx: 607-547-6087  
www.nycamh.com



3/20/08

Louise Waterman  
Vermont Agency of Agriculture, Food & Markets  
116 State St.  
Montpelier, VT 05620-2901

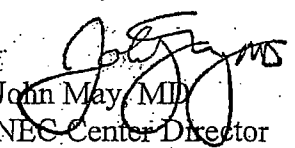
Dear Louise,  
Congratulations on the funding approval of your Feasibility proposal entitled: "Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties". We are able to fund this for the amount of \$14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

Your funding for this grant will run from April 15, 2008 to April 14, 2009. Sue Ackerman, RN, our center manager, will contact you in the next few weeks with a request for a proposed timeline, and information on quarterly progress reports.

We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

  
John May, MD  
NEC Center Director

Cc: Dr. Dennis Murphy

The Northeast Center for Agricultural Health  
Application for Project Funding

Coversheet

**A. Title**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

**B. Applicant**

Louise Waterman – Education Coordinator  
[Louise.Waterman@state.vt.us](mailto:Louise.Waterman@state.vt.us)  
802-828-6900

**C. Institution Name and Address**

Vermont Agency of Agriculture, Food & Markets  
116 State Street  
Montpelier, VT 05620-2901

**D. Type Project (circle one)**

Research

Education XXXX

Prevention

**E. Duration of project**

One Year

**F. Total funds requested**

\$14,998

**G. Other cooperating agencies**

\*Caterpillar- Corporate Safety Division

\*Milton CAT – Vermont CAT dealer

\*UVM-EXT – Safety Pilot Project



The Northeast Center for Agricultural Health  
Application for Project Funding

Narrative

**Proposed Project Title:**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

**Background:**

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont's dairy industry and it's important to the industry's future in Vermont. Providing a safer working environment for employees is an important part of a producer's and or manager's responsibilities.

We have been working with Vermont dairy producers on farm safety awareness and training through several projects.

For the last 3 years we have conducted bilingual employee milker training workshops. We have included a safety component with each of these workshops.

The Vermont Farm Safety Pilot Program started in August of 2007 with 13 farms involved in the project. This project was an initiative of the Vermont Dairy Task Force in partnership with the Vermont Agency of Agriculture, the Vermont Department of Labor and the UVM Extension System. This program aims to train farmers to educate their employees on farm safety issues in an effort to reduce injuries and accidents on farms. As part of this project participating dairy farmers committed to conducting monthly on-farm safety training meetings for employees. All participants received an extensive notebook of materials, posters and signs for farm safety.

One tool that was not available was a bilingual CD on skid steer loader safety directed specifically for agriculture. Caterpillar- Corporate Safety Division agreed to develop this tool with our support which will include a CD + training manual and poster in English and Spanish.

This proposed project (Bilingual Skid Steer Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties) will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

\*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts – resource for future safety projects

Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits, Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of \$5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. – February and March of 2008

Kits would then be available at the regular price. - Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

**Potential funding sources / mechanisms for future expansion of this project:**

We would ask for industry support, in particular CAT dealers that do business in Vermont. Milton CAT, located in Richmond VT, is very interested in continuing to working with us. Also milk companies such as St Albans Cooperative and agricultural bankers such as Yankee Farm Credit would be potential future collaborators. We feel confident in getting industry support because we have worked with industry very successfully on other projects.

**Budget:**

Please see attached budget form

Most dairy farms use skid steer loaders for a variety of purposes. This versatile piece of equipment is used inside and outside. Accidents with skid steer loaders can occur when conditions have changed due to weather and or when untrained individuals operate them.

Agriculture is among the most hazardous occupations with the highest rate of occupational fatalities and eight times the national average within all industry sectors. This information is from the US Department of Labor Statistics in 2005.

Skid steer loaders differ from tractors in steering, mounting and dismounting and operators are not always aware of the hazards involved in operating them. We have reviewed case studies involving skid-steer loader accidents from the University of Iowa, Florida and Wisconsin (FACE Programs).

All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

#### **Objectives and Methods and Timelines:**

\*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

Method and Timeline for this objective:

June – September 2008 - Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division

First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - \$5) the skid steer loader safety kit that will include the bilingual CD and training manual.

\*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

\*More skid steer operators will know how to run them safely.

\*More productive employees through increased awareness of skid-steer hazards and safety precautions.

Method and Timeline for these objectives:

As orders come in, safety CDs will be sent out - November and December of 2008

Name of Contractor: Louise Waterman

Institution: Vermont Agency of Agriculture, Food & Markets

(short date format)

Period of Performance: From 06/01/08 to 05/01/09

Method of Selection: Competitive

Amount Requested \$ 14,998

Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

Itemized Budget:

Personnel:

| Name            | Title                 | Salary    | FTE   | Requested Salary | Fringe Rate | Requested Fringe | Total    |
|-----------------|-----------------------|-----------|-------|------------------|-------------|------------------|----------|
| Louise Waterman | Education Coordinator | \$ 52,000 | 8.00% | \$ 4,160         | 38%         | \$ 1,581         | \$ 5,741 |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | Subtotal Salary  | \$ 4,160    |                  |          |
|                 |                       |           |       | Subtotal Fringe  |             | \$ 1,581         |          |
| Total Personnel |                       |           |       |                  |             |                  | \$ 5,741 |

chksm \$ -

Other than Personnel:

Equipment:

(description)

amount

|  |  |
|--|--|
|  |  |
|  |  |
|  |  |

equipment subtotal: \$ -

Travel:

Out of state:

|                        |      |                           |
|------------------------|------|---------------------------|
| # individuals:         |      |                           |
| # trips:               |      |                           |
| Transportation costs:  |      | (per individual per trip) |
| per diem:              |      | (per individual per trip) |
| Out of state subtotal: | \$ - |                           |

Local:

|                |       |                           |
|----------------|-------|---------------------------|
| # individuals: |       |                           |
| per diem:      |       | (per individual per trip) |
| # miles:       |       |                           |
| \$ per mile:   | 0.445 |                           |
| Local Subtotal | \$ -  |                           |

travel subtotal: \$ -

Supplies:

(description)

amount

|   |          |
|---|----------|
| 460 skid steer safety posters @ \$3/poster - for first mailing                | \$ 1,380 |
| 225 skid steer safety CD's + support material @ \$18/kit ( \$25 less the \$5) | \$ 4,050 |
| Safety 'prize' for third mailing 150 @ \$5/mailling                           | \$ 750   |

supplies subtotal: \$ 6,180

Other:

(description)

amount

|   |          |
|---|----------|
| First mailing @ \$4/mailling with 460 mailed out            | \$ 1,840 |
| Second mailing @ \$3.5/mailling - 225 mailed                | \$ 788   |
| Third mailing @ \$3/mailling- 150 safety rewards mailed out | \$ 450   |

other subtotal \$ 3,078

Total Other Than Personnel \$ 9,258

Total direct costs \$ 14,998

Indirect cost rate:

Indirect cost base 14,998.30

Total Indirects -

Total budget: (generally should not exceed \$15,000)

14,998

JFO #  
2324

STATE OF VERMONT  
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.

TITLE OF GRANT: Feasibility Project: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties.

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health  
One Atwell Road  
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: \$14,500.00

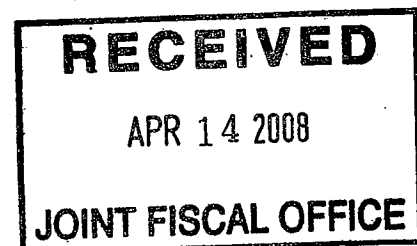
POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

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

(INITIAL) SM 4/7/08  
(INITIAL) RPM 4/7/08  
DATE: 4/9/08



**STATE OF VERMONT**  
**REQUEST FOR GRANT ACCEPTANCE**  
 (use additional sheets as needed)

**FORM AA-1**  
 (Rev. 9-90)

1. Agency:  
 2. Department: **Vermont Agency of Agriculture, Food & Markets**  
 3. Program: **Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties**  
 4. Legal Title of Grant: **Feasibility Projects**  
 5. Federal Catalog No.: **N/A**  
 6. Grantor and Office Address: **The Northeast Center for Agricultural Health  
 One Atwell Road  
 Cooperstown, NY 13326**

7. Grant Period: From: **04-15-2008** To: **04-14-2009**

8. Purpose of Grant: (Attach additional Sheets if needed)  
**To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.**

9. Impact on Existing Programs if Grant is not Accepted:  
 None

| 10. Budget Information:                                  | (1st State FY)<br><u>FY 2008</u> | (2nd State FY)<br><u>FY 2009</u> | (3rd State FY)<br><u>FY 2010</u> |
|--|----------------------------------|----------------------------------|----------------------------------|
| <b>EXPENDITURES:</b>                                     |                                  |                                  |                                  |
| Personal Services  | \$ 2,500.                        | \$ 2,742.                        | \$                               |
| Operating Expenses                                       | \$ 7,270.                        | \$ 1,988.                        | \$                               |
| Grants   | \$                               | \$                               | \$                               |
| <b>TOTAL</b>   | <b>\$ 9,770.</b>                 | <b>\$ 4,730.</b>                 | <b>\$</b>                        |
| <b>REVENUES:</b>   |                                  |                                  |                                  |
| State Funds:   |                                  |                                  |                                  |
| Cash   | \$                               | \$                               | \$                               |
| In-Kind  | \$                               | \$                               | \$                               |
| Federal Funds:   |                                  |                                  |                                  |
| (Direct Costs)   | \$                               | \$                               | \$                               |
| (Statewide Indirect)                                     | \$                               | \$                               | \$                               |
| (Department Indirect)                                    | \$                               | \$                               | \$                               |
| Other Funds:   |                                  |                                  |                                  |
| (source) <u>Northeast Center for Agricultural Health</u> | \$ 9,770.                        | \$ 4,730.                        | \$                               |
| <b>TOTAL</b>   | <b>\$ 9,770.</b>                 | <b>\$ 4,730.</b>                 | <b>\$</b>                        |

Grants will be allocated to these appropriation expenditure accounts

Appropriation Nos.  
 DEPTID 2200030000  
 FUND 21889  
 PROGRAM TBD

Amounts  
 \$ 14,500.

REC'D APR 04 2008

11. Will grant monies be spent by one or more personal service contracts?

[ ] YES [X] NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X \_\_\_\_\_ (Date)

12a. Please list any requested Limited Service Positions:

| Titles | Number of Positions |
|--------|---------------------|
|        |                     |
|        |                     |
|        |                     |
| TOTAL  |                     |

12b. Equipment and space for these positions:

- Is presently available.
- Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

*David Lane for Roger Albee*  
 (Signature)  
Secretary: Agriculture, Food & Markets  
 (Title)

4/4/08  
(Date)

14. Action by Governor:

- Approved
- Rejected

*[Signature]*  
 (Signature)

4/9/08  
(Date)

15. Secretary of Administration:

- Request to JFO
- Information to JFO

*Ronda P. Melant*  
 (Signature)

4/7/08  
(Date)

16. Action by Joint Fiscal Committee:

(Dates)

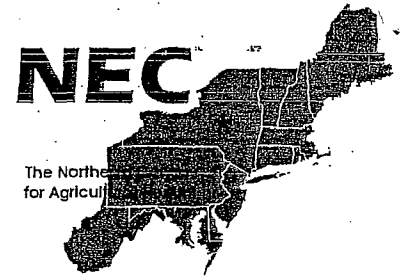
- Request to be placed on JFC agenda
- Approved (not placed on agenda in 30 days)
- Approved by JFC
- Rejected by JFC
- Approved by Legislature

\_\_\_\_\_  
(Signature)

(Date)



NYCAMH / Northeast Center  
One Atwell Road  
Cooperstown, NY 13326  
Ph: 607-547-6023/800-343-7527  
Fx: 607-547-6087  
www.nycamh.com



3/20/08

Louise Waterman  
Vermont Agency of Agriculture, Food & Markets  
116 State St.  
Montpelier, VT 05620-2901


Dear Louise,  
Congratulations on the funding approval of your Feasibility proposal entitled: "Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties". We are able to fund this for the amount of \$14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

Your funding for this grant will run from April 15, 2008 to April 14, 2009. Sue Ackerman, RN, our center manager, will contact you in the next few weeks with a request for a proposed timeline, and information on quarterly progress reports.

We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

  
John May, MD  
NEC Center Director

Cc: Dr. Dennis Murphy



**The Northeast Center for Agricultural Health  
Application for Project Funding**

Coversheet

**A. Title**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

**B. Applicant**

Louise Waterman – Education Coordinator  
Louise.Waterman@state.vt.us  
802-828-6900

**C. Institution Name and Address**

Vermont Agency of Agriculture, Food & Markets  
116 State Street  
Montpelier, VT 05620-2901

**D. Type Project (circle one)**

Research

Education XXXX

Prevention

**E. Duration of project**

One Year

**F. Total funds requested**

\$14,998

**G. Other cooperating agencies**

\*Caterpillar- Corporate Safety Division

\*Milton CAT – Vermont CAT dealer

\*UVM-EXT – Safety Pilot Project

The Northeast Center for Agricultural Health  
Application for Project Funding

Narrative

**Proposed Project Title:**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

**Background:**

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont's dairy industry and it's important to the industry's future in Vermont. Providing a safer working environment for employees is an important part of a producer's and or manager's responsibilities.

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One tool that was not available was a bilingual CD on skid steer loader safety directed specifically for agriculture. Caterpillar- Corporate Safety Division agreed to develop this tool with our support which will include a CD + training manual and poster in English and Spanish.

This proposed project (Bilingual Skid Steer Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties) will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

\*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts – resource for future safety projects

Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits, Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of \$5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. – February and March of 2008  
Kits would then be available at the regular price. - Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

**Potential funding sources / mechanisms for future expansion of this project:**

We would ask for industry support, in particular CAT dealers that do business in Vermont. Milton CAT, located in Richmond VT, is very interested in continuing to working with us. Also milk companies such as St Albans Cooperative and agricultural bankers such as Yankee Farm Credit would be potential future collaborators. We feel confident in getting industry support because we have worked with industry very successfully on other projects.

**Budget:**

Please see attached budget form

Most dairy farms use skid steer loaders for a variety of purposes. This versatile piece of equipment is used inside and outside. Accidents with skid steer loaders can occur when conditions have changed due to weather and or when untrained individuals operate them.

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All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

#### **Objectives and Methods and Timelines:**

\*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

Method and Timeline for this objective:

June – September 2008 Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division

First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - \$5) the skid steer loader safety kit that will include the bilingual CD and training manual.

\*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

\*More skid steer operators will know how to run them safely.

\*More productive employees through increased awareness of skid steer hazards and safety precautions.

Method and Timeline for these objectives:

As orders come in, safety CDs will be sent out - November and December of 2008



JFO #  
2324

STATE OF VERMONT  
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.

TITLE OF GRANT: Feasibility Project: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties.

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health  
One Atwell Road  
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: \$14,500.00

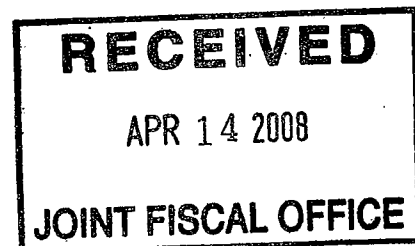
POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

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

(INITIAL) SMJ 4/7/08  
(INITIAL) RPB 4/7/08  
DATE: 4/9/08



**STATE OF VERMONT**  
**REQUEST FOR GRANT ACCEPTANCE**  
 (use additional sheets as needed)

**FORM AA-1**  
 (Rev. 9-90)

1. Agency: Vermont Agency of Agriculture, Food & Markets  
 2. Department: Vermont Agency of Agriculture, Food & Markets  
 3. Program: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties  
 4. Legal Title of Grant: Feasibility Projects  
 5. Federal Catalog No.: N/A  
 6. Grantor and Office Address: The Northeast Center for Agricultural Health  
 One Atwell Road  
 Cooperstown, NY 13326

7. Grant Period: From: 04-15-2008 To: 04-14-2009

8. Purpose of Grant: (Attach additional Sheets if needed)  
 To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.

9. Impact on Existing Programs if Grant is not Accepted:  
 None

| 10. Budget Information:                                  | (1st State FY)   | (2nd State FY)   | (3rd State FY) |
|--|------------------|------------------|----------------|
|  | <u>FY 2008</u>   | <u>FY 2009</u>   | <u>FY 2010</u> |
| <b>EXPENDITURES:</b>                                     |                  |                  |                |
| Personal Services  | \$ 2,500.        | \$ 2,742.        | \$             |
| Operating Expenses                                       | \$ 7,270.        | \$ 1,988.        | \$             |
| Grants   | \$               | \$               | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |
| <b>REVENUES:</b>   |                  |                  |                |
| State Funds:   |                  |                  |                |
| Cash   | \$               | \$               | \$             |
| In-Kind  | \$               | \$               | \$             |
| Federal Funds:   |                  |                  |                |
| (Direct Costs)   | \$               | \$               | \$             |
| (Statewide Indirect)                                     | \$               | \$               | \$             |
| (Department Indirect)                                    | \$               | \$               | \$             |
| Other Funds:   |                  |                  |                |
| (source) <u>Northeast Center for Agricultural Health</u> | \$ 9,770.        | \$ 4,730.        | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |

Grants will be allocated to these appropriation expenditure accounts

Appropriation Nos.  
 DEPTID 2200030000  
 FUND 21889  
 PROGRAM TBD

Amounts  
 \$ 14,500.

REC'D APR 04 2008

11. Will grant monies be spent by one or more personal service contracts?

YES

NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X \_\_\_\_\_ (Date)

12a. Please list any requested Limited Service Positions:

| Titles       | Number of Positions |
|--------------|---------------------|
|              |                     |
| <b>TOTAL</b> |                     |

12b. Equipment and space for these positions:

- Is presently available.
- Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

*David Lane for Roger Allen*  
 (Signature)  
Secretary, Agriculture, Food & Markets  
 (Title)

4/4/08  
(Date)

14. Action by Governor:

- Approved
- Rejected

*[Signature]*  
 (Signature)

4/9/08  
(Date)

15. Secretary of Administration:

- Request to JFO
- Information to JFO

*Ronda P. M... [Signature]*  
 (Signature)

4/7/08  
(Date)

16. Action by Joint Fiscal Committee:

(Dates)

- Request to be placed on JFC agenda
- Approved (not placed on agenda in 30 days)
- Approved by JFC
- Rejected by JFC
- Approved by Legislature

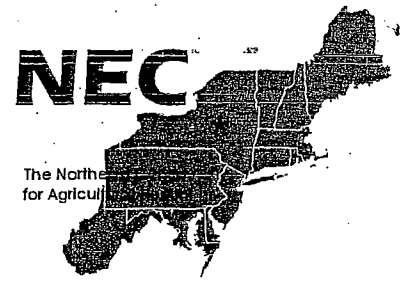
\_\_\_\_\_  
(Signature)

(Date)





NYCAMH / Northeast Center  
One Atwell Road  
Cooperstown, NY 13326  
Ph: 607-547-6023/800-343-7527  
Fx: 607-547-6087  
www.nycamh.com



3/20/08

Louise Waterman  
Vermont Agency of Agriculture, Food & Markets  
116 State St.  
Montpelier, VT 05620-2901

Dear Louise,  
Congratulations on the funding approval of your Feasibility proposal entitled: "Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties". We are able to fund this for the amount of \$14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

Your funding for this grant will run from April 15, 2008 to April 14, 2009. Sue Ackerman, RN, our center manager, will contact you in the next few weeks with a request for a proposed timeline, and information on quarterly progress reports.

We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

  
John May, MD  
NEC Center Director

Cc: Dr. Dennis Murphy

**The Northeast Center for Agricultural Health  
Application for Project Funding**

**Coversheet**

**A. Title**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

**B. Applicant**

Louise Waterman – Education Coordinator  
Louise.Waterman@state.vt.us  
802-828-6900

**C. Institution Name and Address**

Vermont Agency of Agriculture, Food & Markets  
116 State Street  
Montpelier, VT 05620-2901

**D. Type Project (circle one)**

Research

Education  XXXX

Prevention

**E. Duration of project**

One Year

**F. Total funds requested**

\$14,998

**G. Other cooperating agencies**

\*Caterpillar- Corporate Safety Division

\*Milton CAT – Vermont CAT dealer

\*UVM-EXT – Safety Pilot Project

The Northeast Center for Agricultural Health  
Application for Project Funding

Narrative

**Proposed Project Title:**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

**Background:**

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont's dairy industry and it's important to the industry's future in Vermont. Providing a safer working environment for employees is an important part of a producer's and or manager's responsibilities.

We have been working with Vermont dairy producers on farm safety awareness and training through several projects.

For the last 3 years we have conducted bilingual employee milker training workshops. We have included a safety component with each of these workshops.

The Vermont Farm Safety Pilot Program started in August of 2007 with 13 farms involved in the project. This project was an initiative of the Vermont Dairy Task Force in partnership with the Vermont Agency of Agriculture, the Vermont Department of Labor and the UVM Extension System. This program aims to train farmers to educate their employees on farm safety issues in an effort to reduce injuries and accidents on farms. As part of this project participating dairy farmers committed to conducting monthly on-farm safety training meetings for employees. All participants received an extensive notebook of materials, posters and signs for farm safety.

One tool that was not available was a bilingual CD on skid steer loader safety directed specifically for agriculture. Caterpillar- Corporate Safety Division agreed to develop this tool with our support which will include a CD + training manual and poster in English and Spanish.

This proposed project (Bilingual Skid Steer Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties) will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

\*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts – resource for future safety projects

Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits, Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of \$5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. – February and March of 2008  
Kits would then be available at the regular price. - Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

**Potential funding sources / mechanisms for future expansion of this project:**

We would ask for industry support, in particular CAT dealers that do business in Vermont. Milton CAT, located in Richmond VT, is very interested in continuing to working with us. Also milk companies such as St Albans Cooperative and agricultural bankers such as Yankee Farm Credit would be potential future collaborators. We feel confident in getting industry support because we have worked with industry very successfully on other projects.

**Budget:**

Please see attached budget form

Most dairy farms use skid steer loaders for a variety of purposes. This versatile piece of equipment is used inside and outside. Accidents with skid steer loaders can occur when conditions have changed due to weather and or when untrained individuals operate them.

Agriculture is among the most hazardous occupations with the highest rate of occupational fatalities and eight times the national average within all industry sectors. This information is from the US Department of Labor Statistics in 2005.

Skid steer loaders differ from tractors in steering, mounting and dismounting and operators are not always aware of the hazards involved in operating them. We have reviewed case studies involving skid steer loader accidents from the University of Iowa, Florida and Wisconsin (FACE Programs).

All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

#### **Objectives and Methods and Timelines:**

\*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

Method and Timeline for this objective:

June – September 2008 · Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division

First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - \$5) the skid steer loader safety kit that will include the bilingual CD and training manual.

\*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

\*More skid steer operators will know how to run them safely.

\*More productive employees through increased awareness of skid steer hazards and safety precautions.

Method and Timeline for these objectives:

As orders come in, safety CDs will be sent out - November and December of 2008

Name of Contractor: Louise Waterman

Institution: Vermont Agency of Agriculture, Food & Markets  
(short date format)

Period of Performance: From 06/01/08 to 05/01/09

Method of Selection: Competitive

Amount Requested \$ 14,998

Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

Itemized Budget:

Personnel:

| Name            | Title                 | Salary          | FTE   | Requested Salary | Fringe Rate | Requested Fringe | Total    |
|-----------------|-----------------------|-----------------|-------|------------------|-------------|------------------|----------|
| Louise Waterman | Education Coordinator | \$ 52,000       | 8.00% | \$ 4,160         | 38%         | \$ 1,581         | \$ 5,741 |
|                 |                       |                 |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |                 |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |                 |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |                 |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |                 |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       | Subtotal Salary |       | \$ 4,160         |             |                  |          |
|                 |                       | Subtotal Fringe |       |                  |             | \$ 1,581         |          |
| Total Personnel |                       |                 |       |                  |             |                  | \$ 5,741 |

chksm \$ -

Other than Personnel:

| Equipment: | (description) | amount |
|------------|---------------|--------|
|            |               |        |
|            |               |        |
|            |               |        |

equipment subtotal: \$ -

Travel:

Out of state:

|                        |                           |      |
|------------------------|---------------------------|------|
| # individuals:         |                           |      |
| # trips:               |                           |      |
| Transportation costs:  | (per individual per trip) |      |
| per diem:              | (per individual per trip) |      |
| Out of state subtotal: |                           | \$ - |

Local:

|                |                           |      |
|----------------|---------------------------|------|
| # individuals: |                           |      |
| per diem:      | (per individual per trip) |      |
| # miles:       |                           |      |
| \$ per mile:   | 0.445                     |      |
| Local Subtotal |                           | \$ - |

travel subtotal: \$ -

Supplies:

| (description)   | amount   |
|---|----------|
| 460 skid steer safety posters @ \$3/poster - for first mailing                | \$ 1,380 |
| 225 skid steer safety CD's + support material @ \$18/kit ( \$25 less the \$5) | \$ 4,050 |
| Safety 'prize' for third mailing 150 @ \$5/mailling                           | \$ 750   |
| supplies subtotal:  | \$ 6,180 |

Other:

| (description)   | amount   |
|---|----------|
| First mailing @ \$4/mailling with 460 mailed out            | \$ 1,840 |
| Second mailing @\$3.5/mailling - 225 mailed                 | \$ 788   |
| Third mailing @ \$3/mailling- 150 safety rewards mailed out | \$ 450   |
| other subtotal  | \$ 3,078 |

Total Other Than Personnel \$ 9,258

Total direct costs \$ 14,998

Indirect cost rate:

Indirect cost base 14,998.30

Total Indirects

Total budget: (generally should not exceed \$15,000)

14,998

JFO #  
2324

STATE OF VERMONT  
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.

TITLE OF GRANT: Feasibility Project: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties.

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health  
One Atwell Road  
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: \$14,500.00

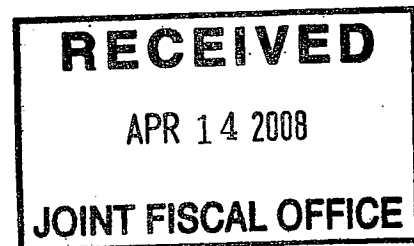
POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

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

(INITIAL) SM 4/7/08  
(INITIAL) RP 4/7/08  
DATE: 4/9/08



**STATE OF VERMONT**  
**REQUEST FOR GRANT ACCEPTANCE**  
 (use additional sheets as needed)

**FORM AA-1**  
 (Rev. 9-90)

1. Agency:  
 2. Department: **Vermont Agency of Agriculture, Food & Markets**  
 3. Program: **Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties**  
 4. Legal Title of Grant: **Feasibility Projects**  
 5. Federal Catalog No.: **N/A**  
 6. Grantor and Office Address: **The Northeast Center for Agricultural Health  
 One Atwell Road  
 Cooperstown, NY 13326**

7. Grant Period: From: **04-15-2008** To: **04-14-2009**

8. Purpose of Grant: (Attach additional Sheets if needed)  
**To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.**

9. Impact on Existing Programs if Grant is not Accepted:  
 None

| 10. Budget Information:                                  | (1st State FY)   | (2nd State FY)   | (3rd State FY) |
|--|------------------|------------------|----------------|
|  | <u>FY 2008</u>   | <u>FY 2009</u>   | <u>FY 2010</u> |
| <b>EXPENDITURES:</b>                                     |                  |                  |                |
| Personal Services  | \$ 2,500.        | \$ 2,742.        | \$             |
| Operating Expenses                                       | \$ 7,270.        | \$ 1,988.        | \$             |
| Grants   | \$               | \$               | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |
| <b>REVENUES:</b>   |                  |                  |                |
| State Funds:   |                  |                  |                |
| Cash   | \$               | \$               | \$             |
| In-Kind  | \$               | \$               | \$             |
| Federal Funds:   |                  |                  |                |
| (Direct Costs)   | \$               | \$               | \$             |
| (Statewide Indirect)                                     | \$               | \$               | \$             |
| (Department Indirect)                                    | \$               | \$               | \$             |
| Other Funds:   |                  |                  |                |
| (source) <u>Northeast Center for Agricultural Health</u> | \$ 9,770.        | \$ 4,730.        | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |

Grants will be allocated to these appropriation expenditure accounts

Appropriation Nos.  
 DEPTID 2200030000  
 FUND 21889  
 PROGRAM TBD

Amounts  
 \$ 14,500.

REV'D APR 04 2008



11. Will grant monies be spent by one or more personal service contracts?

YES  NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X \_\_\_\_\_ (Date)

12a. Please list any requested Limited Service Positions:

| Titles | Number of Positions |
|--------|---------------------|
|        |                     |
|        |                     |
|        |                     |
| TOTAL  |                     |

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

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

*David Lane for Roger Albee*  
(Signature)  
Secretary: Agriculture, Food & Markets  
(Title)

4/4/08  
(Date)

14. Action by Governor:

Approved  
 Rejected

*[Signature]*  
(Signature)

4/9/08  
(Date)

15. Secretary of Administration:

Request to JFO  
 Information to JFO

*Ronda P. McEnt*  
(Signature)

4/7/08  
(Date)

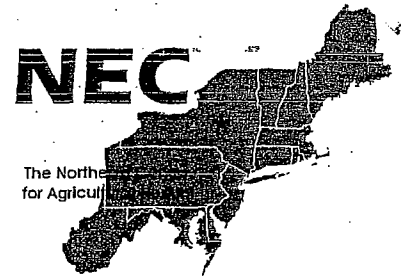
16. Action by Joint Fiscal Committee: (Dates)

- Request to be placed on JFC agenda
- Approved (not placed on agenda in 30 days)
- Approved by JFC
- Rejected by JFC
- Approved by Legislature

\_\_\_\_\_  
(Signature) (Date)



NYCAMH / Northeast Center  
One Atwell Road  
Cooperstown, NY 13326  
Ph: 607-547-6023/800-343-7527  
Fx: 607-547-6087  
www.nycamh.com



3/20/08

Louise Waterman  
Vermont Agency of Agriculture, Food & Markets  
116 State St.  
Montpelier, VT 05620-2901

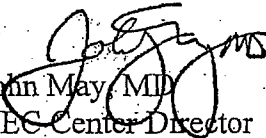
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Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

  
John May, MD  
NEC Center Director

Cc: Dr. Dennis Murphy

**The Northeast Center for Agricultural Health  
Application for Project Funding**

Coversheet

**A. Title**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

**B. Applicant**

Louise Waterman – Education Coordinator

Louise.Waterman@state.vt.us

802-828-6900

**C. Institution Name and Address**

Vermont Agency of Agriculture, Food & Markets

116 State Street

Montpelier, VT 05620-2901

**D. Type Project (circle one)**

Research

Education XXXX

Prevention

**E. Duration of project**

One Year

**F. Total funds requested**

\$14,998

**G. Other cooperating agencies**

\*Caterpillar- Corporate Safety Division

\*Milton CAT – Vermont CAT dealer

\*UVM-EXT – Safety Pilot Project

The Northeast Center for Agricultural Health  
Application for Project Funding

Narrative

Proposed Project Title:

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

Background:

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont's dairy industry and it's important to the industry's future in Vermont. Providing a safer working environment for employees is an important part of a producer's and or manager's responsibilities.

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This proposed project (Bilingual Skid Steer Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties) will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

\*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts – resource for future safety projects

**Method and Timeline:**

Follow up with producers who received kits to evaluate usage and effectiveness of the kits, Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of \$5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. – February and March of 2008  
Kits would then be available at the regular price. - Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

**Potential funding sources / mechanisms for future expansion of this project:**

We would ask for industry support, in particular CAT dealers that do business in Vermont. Milton CAT, located in Richmond VT, is very interested in continuing to working with us. Also milk companies such as St Albans Cooperative and agricultural bankers such as Yankee Farm Credit would be potential future collaborators. We feel confident in getting industry support because we have worked with industry very successfully on other projects.

**Budget:**

Please see attached budget form

Most dairy farms use skid steer loaders for a variety of purposes. This versatile piece of equipment is used inside and outside. Accidents with skid steer loaders can occur when conditions have changed due to weather and or when untrained individuals operate them.

Agriculture is among the most hazardous occupations with the highest rate of occupational fatalities and eight times the national average within all industry sectors. This information is from the US Department of Labor Statistics in 2005.

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All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

#### **Objectives and Methods and Timelines:**

\*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

Method and Timeline for this objective:

June – September 2008 - Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division

First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - \$5) the skid steer loader safety kit that will include the bilingual CD and training manual.

\*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

\*More skid steer operators will know how to run them safely.

\*More productive employees through increased awareness of skid steer hazards and safety precautions.

Method and Timeline for these objectives:

As orders come in, safety CDs will be sent out - November and December of 2008

Name of Contractor: Louise Waterman

Institution: Vermont Agency of Agriculture, Food & Markets  
(short date format)

Period of Performance: From 06/01/08 to 05/01/09

Method of Selection: Competitive

Amount Requested \$ 14,998

Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

Itemized Budget:

Personnel:

| Name            | Title                 | Salary    | FTE   | Requested Salary | Fringe Rate | Requested Fringe | Total    |
|-----------------|-----------------------|-----------|-------|------------------|-------------|------------------|----------|
| Louise Waterman | Education Coordinator | \$ 52,000 | 8.00% | \$ 4,160         | 38%         | \$ 1,581         | \$ 5,741 |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
| Subtotal Salary |                       |           |       | \$ 4,160         |             |                  |          |
| Subtotal Fringe |                       |           |       |                  |             | \$ 1,581         |          |
| Total Personnel |                       |           |       |                  |             |                  | \$ 5,741 |

chksm \$ -

Other than Personnel:

Equipment:

(description)

amount

| (description) | amount |
|---------------|--------|
|               |        |
|               |        |
|               |        |

equipment subtotal: \$ -

Travel:

Out of state:

|                        |      |                           |
|------------------------|------|---------------------------|
| # individuals:         |      |                           |
| # trips:               |      |                           |
| Transportation costs:  |      | (per individual per trip) |
| per diem:              |      | (per individual per trip) |
| Out of state subtotal: | \$ - |                           |

Local:

|                |       |                           |
|----------------|-------|---------------------------|
| # individuals: |       |                           |
| per diem:      |       | (per individual per trip) |
| # miles:       |       |                           |
| \$ per mile:   | 0.445 |                           |
| Local Subtotal | \$ -  |                           |

travel subtotal: \$ -

Supplies:

(description)

amount

|   |          |
|---|----------|
| 460 skid steer safety posters @ \$3/poster - for first mailing                | \$ 1,380 |
| 225 skid steer safety CD's + support material @ \$18/kit ( \$25 less the \$5) | \$ 4,050 |
| Safety 'prize' for third mailing 150 @ \$5/mailling                           | \$ 750   |

supplies subtotal: \$ 6,180

Other:

(description)

amount

|   |          |
|---|----------|
| First mailing @ \$4/mailling with 460 mailed out            | \$ 1,840 |
| Second mailing @\$3.5/mailling - 225 mailed                 | \$ 788   |
| Third mailing @ \$3/mailling- 150 safety rewards mailed out | \$ 450   |

other subtotal \$ 3,078

Total Other Than Personnel

\$ 9,258

Total direct costs

\$ 14,998

Indirect cost rate:

Indirect cost base 14,998.30

Total Indirects

Total budget: (generally should not exceed \$15,000)

14,998

JFO #  
2324

STATE OF VERMONT  
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.

TITLE OF GRANT: Feasibility Project: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties.

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health  
One Atwell Road  
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: \$14,500.00

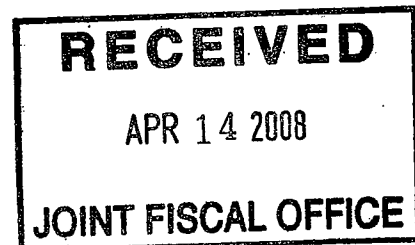
POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

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

(INITIAL) SM 4/7/08  
(INITIAL) RPM 4/7/08  
DATE: 4/9/08





**STATE OF VERMONT**  
**REQUEST FOR GRANT ACCEPTANCE**  
 (use additional sheets as needed)

**FORM AA-1**  
 (Rev. 9-90)

1. Agency:  
 2. Department: **Vermont Agency of Agriculture, Food & Markets**  
 3. Program: **Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties**  
 4. Legal Title of Grant: **Feasibility Projects**  
 5. Federal Catalog No.: **N/A**  
 6. Grantor and Office Address: **The Northeast Center for Agricultural Health  
 One Atwell Road  
 Cooperstown, NY 13326**

7. Grant Period: From: **04-15-2008** To: **04-14-2009**

8. Purpose of Grant: (Attach additional Sheets if needed)  
**To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.**

9. Impact on Existing Programs if Grant is not Accepted:  
 None

| 10. Budget Information:                                  | (1st State FY)   | (2nd State FY)   | (3rd State FY) |
|--|------------------|------------------|----------------|
|  | <u>FY 2008</u>   | <u>FY 2009</u>   | <u>FY 2010</u> |
| <b>EXPENDITURES:</b>                                     |                  |                  |                |
| Personal Services  | \$ 2,500.        | \$ 2,742.        | \$             |
| Operating Expenses                                       | \$ 7,270.        | \$ 1,988.        | \$             |
| Grants   | \$               | \$               | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |
| <b>REVENUES:</b>   |                  |                  |                |
| State Funds:   |                  |                  |                |
| Cash   | \$               | \$               | \$             |
| In-Kind  | \$               | \$               | \$             |
| Federal Funds:   |                  |                  |                |
| (Direct Costs)   | \$               | \$               | \$             |
| (Statewide Indirect)                                     | \$               | \$               | \$             |
| (Department Indirect)                                    | \$               | \$               | \$             |
| Other Funds:   |                  |                  |                |
| (source) <u>Northeast Center for Agricultural Health</u> | \$ 9,770.        | \$ 4,730.        | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |

Grants will be allocated to these appropriation expenditure accounts

Appropriation Nos.  
 DEPTID 2200030000  
 FUND 21889  
 PROGRAM TBD

Amounts  
 \$ 14,500.

REC'D APR 04 2008

11. Will grant monies be spent by one or more personal service contracts?

YES  NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X \_\_\_\_\_ (Date)

12a. Please list any requested Limited Service Positions:


| Titles | Number of Positions |
|--------|---------------------|
|        |                     |
|        |                     |
|        |                     |
|        |                     |
| TOTAL  |                     |

12b. Equipment and space for these positions:

- Is presently available.
- Can be obtained with available funds

13. Signature of Appointing Authority

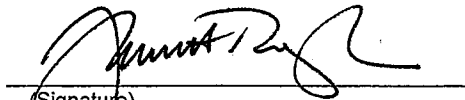
I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

  
 \_\_\_\_\_  
 (Signature)  
 Secretary: Agriculture, Food & Markets  
 (Title)

4/4/08  
(Date)

14. Action by Governor:


- Approved
- Rejected

  
 \_\_\_\_\_  
 (Signature)

4/9/08  
(Date)

15. Secretary of Administration:

- Request to JFO
- Information to JFO

  
 \_\_\_\_\_  
 (Signature)

4/7/08  
(Date)

16. Action by Joint Fiscal Committee:

(Dates)

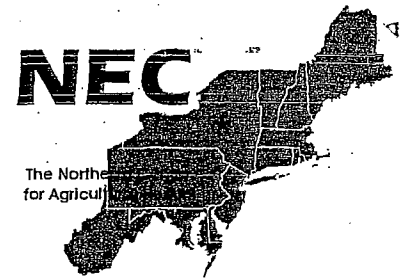
- Request to be placed on JFC agenda
- Approved (not placed on agenda in 30 days)
- Approved by JFC
- Rejected by JFC
- Approved by Legislature

\_\_\_\_\_  
(Signature)

(Date)



NYCAMH / Northeast Center  
One Atwell Road  
Cooperstown, NY 13326  
Ph: 607-547-6023/800-343-7527  
Fx: 607-547-6087  
www.nycamh.com



3/20/08

Louise Waterman  
Vermont Agency of Agriculture, Food & Markets  
116 State St.  
Montpelier, VT 05620-2901

Dear Louise,  
Congratulations on the funding approval of your Feasibility proposal entitled: "Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties". We are able to fund this for the amount of \$14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

Your funding for this grant will run from April 15, 2008 to April 14, 2009. Sue Ackerman, RN, our center manager, will contact you in the next few weeks with a request for a proposed timeline, and information on quarterly progress reports.

We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

  
John May, MD  
NEC Center Director

Cc: Dr. Dennis Murphy

**The Northeast Center for Agricultural Health  
Application for Project Funding**

Coversheet

**A. Title**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

**B. Applicant**

Louise Waterman – Education Coordinator  
Louise.Waterman@state.vt.us  
802-828-6900

**C. Institution Name and Address**

Vermont Agency of Agriculture, Food & Markets  
116 State Street  
Montpelier, VT 05620-2901

**D. Type Project (circle one)**

Research

Education XXXX

Prevention

**E. Duration of project**

One Year

**F. Total funds requested**

\$14,998

**G. Other cooperating agencies**

\*Caterpillar- Corporate Safety Division

\*Milton CAT – Vermont CAT dealer

\*UVM-EXT – Safety Pilot Project

The Northeast Center for Agricultural Health  
Application for Project Funding

Narrative

**Proposed Project Title:**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

**Background:**

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont's dairy industry and it's important to the industry's future in Vermont. Providing a safer working environment for employees is an important part of a producer's and or manager's responsibilities.

We have been working with Vermont dairy producers on farm safety awareness and training through several projects.

For the last 3 years we have conducted bilingual employee milker training workshops. We have included a safety component with each of these workshops.

The Vermont Farm Safety Pilot Program started in August of 2007 with 13 farms involved in the project. This project was an initiative of the Vermont Dairy Task Force in partnership with the Vermont Agency of Agriculture, the Vermont Department of Labor and the UVM Extension System. This program aims to train farmers to educate their employees on farm safety issues in an effort to reduce injuries and accidents on farms. As part of this project participating dairy farmers committed to conducting monthly on-farm safety training meetings for employees. All participants received an extensive notebook of materials, posters and signs for farm safety.

One tool that was not available was a bilingual CD on skid steer loader safety directed specifically for agriculture. Caterpillar- Corporate Safety Division agreed to develop this tool with our support which will include a CD + training manual and poster in English and Spanish.

This proposed project (Bilingual Skid Steer Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties) will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

\*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts – resource for future safety projects

Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits, Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of \$5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. – February and March of 2008  
Kits would then be available at the regular price. - Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

**Potential funding sources / mechanisms for future expansion of this project:**

We would ask for industry support, in particular CAT dealers that do business in Vermont. Milton CAT, located in Richmond VT, is very interested in continuing to working with us. Also milk companies such as St Albans Cooperative and agricultural bankers such as Yankee Farm Credit would be potential future collaborators. We feel confident in getting industry support because we have worked with industry very successfully on other projects.

**Budget:**

Please see attached budget form

Most dairy farms use skid steer loaders for a variety of purposes. This versatile piece of equipment is used inside and outside. Accidents with skid steer loaders can occur when conditions have changed due to weather and or when untrained individuals operate them.

Agriculture is among the most hazardous occupations with the highest rate of occupational fatalities and eight times the national average within all industry sectors. This information is from the US Department of Labor Statistics in 2005.

Skid steer loaders differ from tractors in steering, mounting and dismounting and operators are not always aware of the hazards involved in operating them. We have reviewed case studies involving skid steer loader accidents from the University of Iowa, Florida and Wisconsin (FACE Programs).

All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

### **Objectives and Methods and Timelines:**

\*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

Method and Timeline for this objective:

June – September 2008 - Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division

First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - \$5) the skid steer loader safety kit that will include the bilingual CD and training manual.

\*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

\*More skid steer operators will know how to run them safely.

\*More productive employees through increased awareness of skid steer hazards and safety precautions.

Method and Timeline for these objectives:

As orders come in, safety CDs will be sent out - November and December of 2008

Name of Contractor: Louise Waterman

Institution: Vermont Agency of Agriculture, Food & Markets

Period of Performance: From 06/01/08 to 05/01/09 (short date format)

Method of Selection: Competitive

Amount Requested \$ 14,998

Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

Itemized Budget:

Personnel:

| Name            | Title                 | Salary    | FTE   | Requested Salary | Fringe Rate | Requested Fringe | Total    |
|-----------------|-----------------------|-----------|-------|------------------|-------------|------------------|----------|
| Louise Waterman | Education Coordinator | \$ 52,000 | 8.00% | \$ 4,160         | 38%         | \$ 1,581         | \$ 5,741 |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
| Subtotal Salary |                       |           |       | \$ 4,160         |             |                  |          |
| Subtotal Fringe |                       |           |       |                  |             | \$ 1,581         |          |
| Total Personnel |                       |           |       |                  |             |                  | \$ 5,741 |

chksm \$ -

Other than Personnel:

| Equipment: | (description) | amount |
|------------|---------------|--------|
|            |               |        |
|            |               |        |
|            |               |        |

equipment subtotal: \$ -

Travel:

Out of state:

|                        |  |                           |
|------------------------|--|---------------------------|
| # individuals:         |  |                           |
| # trips:               |  |                           |
| Transportation costs:  |  | (per individual per trip) |
| per diem:              |  | (per individual per trip) |
| Out of state subtotal: |  | \$ -                      |

Local:

|                |       |                           |
|----------------|-------|---------------------------|
| # individuals: |       |                           |
| per diem:      |       | (per individual per trip) |
| # miles:       |       |                           |
| \$ per mile:   | 0.445 |                           |
| Local Subtotal |       | \$ -                      |

travel subtotal: \$ -

Supplies:

| (description)  | amount   |
|--|----------|
| 460 skid steer safety posters @ \$3/poster - for first mailing                 | \$ 1,380 |
| 225 skid steer safety CD's + support material @ \$18/kit ( \$25 less the \$3 ) | \$ 4,050 |
| Safety 'prize' for third mailing 150 @ \$5/mailling                            | \$ 750   |

supplies subtotal: \$ 6,180

Other:

| (description)   | amount   |
|---|----------|
| First mailing @ \$4/mailling with 460 mailed out            | \$ 1,840 |
| Second mailing @\$3.5/mailling - 225 mailed                 | \$ 788   |
| Third mailing @ \$3/mailling- 150 safety rewards mailed out | \$ 450   |

other subtotal \$ 3,078

Total Other Than Personnel \$ 9,258

Total direct costs \$ 14,998

Indirect cost rate:

Indirect cost base 14,998.30

Total Indirects -

Total budget: (generally should not exceed \$15,000) 14,998



JFO #  
2324

STATE OF VERMONT  
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.

TITLE OF GRANT: Feasibility Project: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties.

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health  
One Atwell Road  
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: \$14,500.00

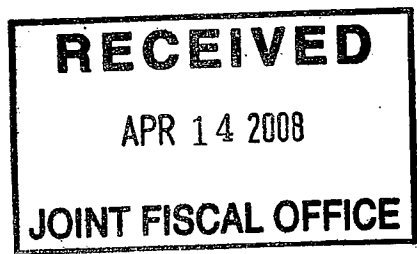
POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

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

(INITIAL) SMJ 4/7/08  
(INITIAL) RPM 4/7/08  
DATE: 4/9/08



**STATE OF VERMONT**  
**REQUEST FOR GRANT ACCEPTANCE**  
 (use additional sheets as needed)

**FORM AA-1**  
 (Rev. 9-90)

1. Agency: Vermont Agency of Agriculture, Food & Markets  
 2. Department: Vermont Agency of Agriculture, Food & Markets  
 3. Program: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties  
 4. Legal Title of Grant: Feasibility Projects  
 5. Federal Catalog No.: N/A  
 6. Grantor and Office Address: The Northeast Center for Agricultural Health  
 One Atwell Road  
 Cooperstown, NY 13326

7. Grant Period: From: 04-15-2008 To: 04-14-2009

8. Purpose of Grant: (Attach additional Sheets if needed)  
 To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.

9. Impact on Existing Programs if Grant is not Accepted:

None

| 10. Budget Information:                                  | (1st State FY)   | (2nd State FY)   | (3rd State FY) |
|--|------------------|------------------|----------------|
|  | <u>FY 2008</u>   | <u>FY 2009</u>   | <u>FY 2010</u> |
| <b>EXPENDITURES:</b>                                     |                  |                  |                |
| Personal Services  | \$ 2,500.        | \$ 2,742.        | \$             |
| Operating Expenses                                       | \$ 7,270.        | \$ 1,988.        | \$             |
| Grants   | \$               | \$               | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |
| <b>REVENUES:</b>   |                  |                  |                |
| State Funds:   |                  |                  |                |
| Cash   | \$               | \$               | \$             |
| In-Kind  | \$               | \$               | \$             |
| Federal Funds:   |                  |                  |                |
| (Direct Costs)   | \$               | \$               | \$             |
| (Statewide Indirect)                                     | \$               | \$               | \$             |
| (Department Indirect)                                    | \$               | \$               | \$             |
| Other Funds:   |                  |                  |                |
| (source) <u>Northeast Center for Agricultural Health</u> | \$ 9,770.        | \$ 4,730.        | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |

Grants will be allocated to these appropriation expenditure accounts

Appropriation Nos.  
 DEPTID 2200030000  
 FUND 21889  
 PROGRAM TBD

Amounts  
 \$ 14,500.

REVD APR 04 2008

11. Will grant monies be spent by one or more personal service contracts?

YES

NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X \_\_\_\_\_ (Date)

12a. Please list any requested Limited Service Positions:

| Titles | Number of Positions |
|--------|---------------------|
|        |                     |
|        |                     |
|        |                     |
| TOTAL  |                     |

12b. Equipment and space for these positions:

- Is presently available.
- Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

*David Lane for Roger Albee*  
 (Signature)  
Secretary: Agriculture, Food & Markets  
 (Title)

4/4/08  
(Date)

14. Action by Governor:

- Approved
- Rejected

*[Signature]*  
 (Signature)

4/9/08  
(Date)

15. Secretary of Administration:

- Request to JFO
- Information to JFO

*Ronda P. Meek*  
 (Signature)

4/7/08  
(Date)

16. Action by Joint Fiscal Committee: (Dates)

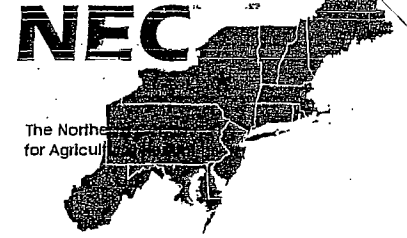
- Request to be placed on JFC agenda
- Approved (not placed on agenda in 30 days)
- Approved by JFC
- Rejected by JFC
- Approved by Legislature

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)



NYCAMH / Northeast Center  
One Atwell Road  
Cooperstown, NY 13326  
Ph: 607-547-6023/800-343-7527  
Fx: 607-547-6087  
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3/20/08

Louise Waterman  
Vermont Agency of Agriculture, Food & Markets  
116 State St.  
Montpelier, VT 05620-2901

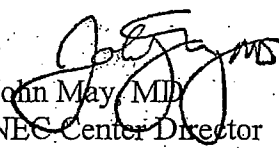
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Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

  
John May, MD  
NEC Center Director

Cc: Dr. Dennis Murphy

**The Northeast Center for Agricultural Health  
Application for Project Funding**

Coversheet

**A. Title**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

**B. Applicant**

Louise Waterman – Education Coordinator  
[Louise.Waterman@state.vt.us](mailto:Louise.Waterman@state.vt.us)  
802-828-6900

**C. Institution Name and Address**

Vermont Agency of Agriculture, Food & Markets  
116 State Street  
Montpelier, VT 05620-2901

**D. Type Project (circle one)**

Research

Education XXXX

Prevention

**E. Duration of project**

One Year

**F. Total funds requested**

\$14,998

**G. Other cooperating agencies**

\*Caterpillar- Corporate Safety Division

\*Milton CAT – Vermont CAT dealer

\*UVM-EXT – Safety Pilot Project

The Northeast Center for Agricultural Health  
Application for Project Funding

Narrative

**Proposed Project Title:**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

**Background:**

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont's dairy industry and it's important to the industry's future in Vermont. Providing a safer working environment for employees is an important part of a producer's and or manager's responsibilities.

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This proposed project (Bilingual Skid Steer Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties) will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

\*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts – resource for future safety projects

**Method and Timeline:**

Follow up with producers who received kits to evaluate usage and effectiveness of the kits, Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of \$5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. – February and March of 2008  
Kits would then be available at the regular price. - Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

**Potential funding sources / mechanisms for future expansion of this project:**

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**Budget:**

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#### **Objectives and Methods and Timelines:**

\*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

Method and Timeline for this objective:

June – September 2008 · Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division

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\*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

\*More skid steer operators will know how to run them safely.

\*More productive employees through increased awareness of skid steer hazards and safety precautions.

Method and Timeline for these objectives:

As orders come in, safety CDs will be sent out - November and December of 2008



Name of Contractor: Louise Waterman

Institution: Vermont Agency of Agriculture, Food & Markets

(short date format)

Period of Performance: From 06/01/08 to 05/01/09

Method of Selection: Competitive

Amount Requested \$ 14,998

Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

Itemized Budget:

Personnel:

| Name            | Title                 | Salary    | FTE   | Requested Salary | Fringe Rate | Requested Fringe | Total    |
|-----------------|-----------------------|-----------|-------|------------------|-------------|------------------|----------|
| Louise Waterman | Education Coordinator | \$ 52,000 | 8.00% | \$ 4,160         | 38%         | \$ 1,581         | \$ 5,741 |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
| Subtotal Salary |                       |           |       | \$ 4,160         |             |                  |          |
| Subtotal Fringe |                       |           |       |                  |             | \$ 1,581         |          |
| Total Personnel |                       |           |       |                  |             |                  | \$ 5,741 |

chksm \$ -

Other than Personnel:

Equipment:

(description)

amount

| (description) | amount |
|---------------|--------|
|               |        |
|               |        |

equipment subtotal: \$ -

Travel:

Out of state:

|                        |      |                           |
|------------------------|------|---------------------------|
| # individuals:         |      |                           |
| # trips:               |      |                           |
| Transportation costs:  |      | (per individual per trip) |
| per diem:              |      | (per individual per trip) |
| Out of state subtotal: | \$ - |                           |

Local:

|                |       |                           |
|----------------|-------|---------------------------|
| # individuals: |       |                           |
| per diem:      |       | (per individual per trip) |
| # miles:       |       |                           |
| \$ per mile:   | 0.445 |                           |
| Local Subtotal | \$ -  |                           |

travel subtotal: \$ -

Supplies:

(description)

amount

|   |          |
|---|----------|
| 460 skid steer safety posters @ \$3/poster - for first mailing                | \$ 1,380 |
| 225 skid steer safety CD's + support material @ \$18/kit ( \$25 less the \$5) | \$ 4,050 |
| Safety 'prize' for third mailing 150 @ \$5/mailling                           | \$ 750   |

supplies subtotal: \$ 6,180

Other:

(description)

amount

|   |          |
|---|----------|
| First mailing @ \$4/mailling with 460 mailed out            | \$ 1,840 |
| Second mailing @\$3.5/mailling - 225 mailed                 | \$ 788   |
| Third mailing @ \$3/mailling- 150 safety rewards mailed out | \$ 450   |

other subtotal \$ 3,078

Total Other Than Personnel \$ 9,258

Total direct costs \$ 14,998

Indirect cost rate:

Indirect cost base 14,998.30

Total Indirects -

Total budget: (generally should not exceed \$15,000)

14,998



JFO #  
2324

STATE OF VERMONT  
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.

TITLE OF GRANT: Feasibility Project: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties.

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health  
One Atwell Road  
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: \$14,500.00

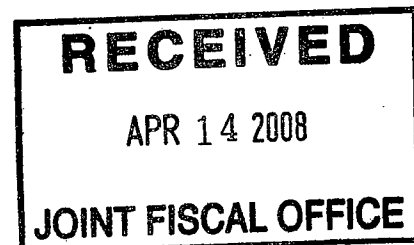
POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

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

(INITIAL) SM 4/7/08  
(INITIAL) SPM 4/7/08  
DATE: 4/9/08



**STATE OF VERMONT**  
**REQUEST FOR GRANT ACCEPTANCE**  
 (use additional sheets as needed)

**FORM AA-1**  
 (Rev. 9-90)

1. Agency: \_\_\_\_\_  
 2. Department: **Vermont Agency of Agriculture, Food & Markets**  
 3. Program: **Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties**  
 4. Legal Title of Grant: **Feasibility Projects**  
 5. Federal Catalog No.: **N/A**  
 6. Grantor and Office Address: **The Northeast Center for Agricultural Health  
 One Atwell Road  
 Cooperstown, NY 13326**
7. Grant Period: \_\_\_\_\_ From: **04-15-2008** To: **04-14-2009**

8. Purpose of Grant: (Attach additional Sheets if needed)  
 To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.

9. Impact on Existing Programs if Grant is not Accepted:  
 None

| 10. Budget Information:                                  | (1st State FY)   | (2nd State FY)   | (3rd State FY) |
|--|------------------|------------------|----------------|
|  | <u>FY 2008</u>   | <u>FY 2009</u>   | <u>FY 2010</u> |
| <b>EXPENDITURES:</b>                                     |                  |                  |                |
| Personal Services  | \$ 2,500.        | \$ 2,742.        | \$             |
| Operating Expenses                                       | \$ 7,270.        | \$ 1,988.        | \$             |
| Grants   | \$               | \$               | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |
| <b>REVENUES:</b>   |                  |                  |                |
| State Funds:   |                  |                  |                |
| Cash   | \$               | \$               | \$             |
| In-Kind  | \$               | \$               | \$             |
| Federal Funds:   |                  |                  |                |
| (Direct Costs)   | \$               | \$               | \$             |
| (Statewide Indirect)                                     | \$               | \$               | \$             |
| (Department Indirect)                                    | \$               | \$               | \$             |
| Other Funds:   |                  |                  |                |
| (source) <u>Northeast Center for Agricultural Health</u> | \$ 9,770.        | \$ 4,730.        | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |

Grants will be allocated to these  
 appropriation expenditure accounts

Appropriation Nos.  
 DEPTID 2200030000  
 FUND 21889  
 PROGRAM TBD

Amounts  
 \$ 14,500.

REC'D APR 04 2008

11. Will grant monies be spent by one or more personal service contracts?

YES  NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X \_\_\_\_\_ (Date)

12a. Please list any requested Limited Service Positions:

| Titles | Number of Positions |
|--------|---------------------|
|        |                     |
|        |                     |
|        |                     |
| TOTAL  |                     |

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

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

*Dave Lane for Roger Albee*  
(Signature)  
Secretary: Agriculture, Food & Markets  
(Title)

4/4/08  
(Date)

14. Action by Governor:

Approved  
 Rejected

*[Signature]*  
(Signature)

4/9/08  
(Date)

15. Secretary of Administration:

Request to JFO  
 Information to JFO

*Ronda P. Melant*  
(Signature)

4/7/08  
(Date)

16. Action by Joint Fiscal Committee: (Dates)

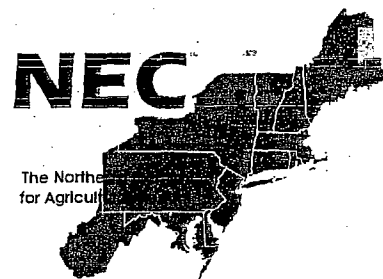
- Request to be placed on JFC agenda
- Approved (not placed on agenda in 30 days)
- Approved by JFC
- Rejected by JFC
- Approved by Legislature

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)



NYCAMH / Northeast Center  
One Atwell Road  
Cooperstown, NY 13326  
Ph: 607-547-6023/800-343-7527  
Fx: 607-547-6087  
www.nycamh.com



3/20/08

Louise Waterman  
Vermont Agency of Agriculture, Food & Markets  
116 State St.  
Montpelier, VT 05620-2901

Dear Louise,

Congratulations on the funding approval of your Feasibility proposal entitled: "Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties". We are able to fund this for the amount of \$14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

Your funding for this grant will run from April 15, 2008 to April 14, 2009. Sue Ackerman, RN, our center manager, will contact you in the next few weeks with a request for a proposed timeline, and information on quarterly progress reports.

We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

  
John May, MD  
NEC Center Director

Cc: Dr. Dennis Murphy

**The Northeast Center for Agricultural Health  
Application for Project Funding**

Coversheet

**A. Title**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

**B. Applicant**

Louise Waterman – Education Coordinator  
[Louise.Waterman@state.vt.us](mailto:Louise.Waterman@state.vt.us)  
802-828-6900

**C. Institution Name and Address**

Vermont Agency of Agriculture, Food & Markets  
116 State Street  
Montpelier, VT 05620-2901

**D. Type Project (circle one)**

Research

Education XXXX

Prevention

**E. Duration of project**

One Year

**F. Total funds requested**

\$14,998

**G. Other cooperating agencies**

\*Caterpillar- Corporate Safety Division

\*Milton CAT – Vermont CAT dealer

\*UVM-EXT – Safety Pilot Project

The Northeast Center for Agricultural Health  
Application for Project Funding

Narrative

**Proposed Project Title:**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

**Background:**

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont's dairy industry and it's important to the industry's future in Vermont. Providing a safer working environment for employees is an important part of a producer's and or manager's responsibilities.

We have been working with Vermont dairy producers on farm safety awareness and training through several projects.

For the last 3 years we have conducted bilingual employee milker training workshops. We have included a safety component with each of these workshops.

The Vermont Farm Safety Pilot Program started in August of 2007 with 13 farms involved in the project. This project was an initiative of the Vermont Dairy Task Force in partnership with the Vermont Agency of Agriculture, the Vermont Department of Labor and the UVM Extension System. This program aims to train farmers to educate their employees on farm safety issues in an effort to reduce injuries and accidents on farms. As part of this project participating dairy farmers committed to conducting monthly on-farm safety training meetings for employees. All participants received an extensive notebook of materials, posters and signs for farm safety.

One tool that was not available was a bilingual CD on skid steer loader safety directed specifically for agriculture. Caterpillar- Corporate Safety Division agreed to develop this tool with our support which will include a CD + training manual and poster in English and Spanish.

This proposed project (Bilingual Skid Steer Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties) will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.



\*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts – resource for future safety projects

Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits, Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of \$5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. – February and March of 2008

Kits would then be available at the regular price. - Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

**Potential funding sources / mechanisms for future expansion of this project:**

We would ask for industry support, in particular CAT dealers that do business in Vermont. Milton CAT, located in Richmond VT, is very interested in continuing to working with us. Also milk companies such as St Albans Cooperative and agricultural bankers such as Yankee Farm Credit would be potential future collaborators. We feel confident in getting industry support because we have worked with industry very successfully on other projects.

**Budget:**

Please see attached budget form

Most dairy farms use skid steer loaders for a variety of purposes. This versatile piece of equipment is used inside and outside. Accidents with skid steer loaders can occur when conditions have changed due to weather and or when untrained individuals operate them.

Agriculture is among the most hazardous occupations with the highest rate of occupational fatalities and eight times the national average within all industry sectors. This information is from the US Department of Labor Statistics in 2005.

Skid steer loaders differ from tractors in steering, mounting and dismounting and operators are not always aware of the hazards involved in operating them. We have reviewed case studies involving skid steer loader accidents from the University of Iowa, Florida and Wisconsin (FACE Programs).

All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

#### **Objectives and Methods and Timelines:**

\*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

Method and Timeline for this objective:

June – September 2008 · Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division

First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - \$5) the skid steer loader safety kit that will include the bilingual CD and training manual.

\*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

\*More skid steer operators will know how to run them safely.

\*More productive employees through increased awareness of skid steer hazards and safety precautions.

Method and Timeline for these objectives:

As orders come in, safety CDs will be sent out - November and December of 2008

Name of Contractor: Louise Waterman

Institution: Vermont Agency of Agriculture, Food & Markets

(short date format)

Period of Performance: From 06/01/08 to 05/01/09

Method of Selection: Competitive

Amount Requested \$ 14,998

Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

Itemized Budget:

Personnel:

| Name            | Title                 | Salary    | FTE   | Requested Salary | Fringe Rate | Requested Fringe | Total    |
|-----------------|-----------------------|-----------|-------|------------------|-------------|------------------|----------|
| Louise Waterman | Education Coordinator | \$ 52,000 | 8.00% | \$ 4,160         | 38%         | \$ 1,581         | \$ 5,741 |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | Subtotal Salary  | \$ 4,160    |                  |          |
|                 |                       |           |       | Subtotal Fringe  |             | \$ 1,581         |          |
| Total Personnel |                       |           |       |                  |             |                  | \$ 5,741 |

chksm \$ -

Other than Personnel:

Equipment:

(description)

amount

|  |  |
|--|--|
|  |  |
|  |  |
|  |  |

equipment subtotal: \$ -

Travel:

Out of state:

|                        |  |                           |
|------------------------|--|---------------------------|
| # individuals:         |  |                           |
| # trips:               |  |                           |
| Transportation costs:  |  | (per individual per trip) |
| per diem:              |  | (per individual per trip) |
| Out of state subtotal: |  | \$ -                      |

Local:

|                |       |                           |
|----------------|-------|---------------------------|
| # individuals: |       |                           |
| per diem:      |       | (per individual per trip) |
| # miles:       |       |                           |
| \$ per mile:   | 0.445 |                           |
| Local Subtotal |       | \$ -                      |

travel subtotal: \$ -

Supplies:

(description)

amount

|  |          |
|--|----------|
| 460 skid steer safety posters @ \$3/poster - for first mailing               | \$ 1,380 |
| 225 skid steer safety CD's + support material @ \$18/kit (\$25 less the \$5) | \$ 4,050 |
| Safety 'prize' for third mailing 150 @ \$5/ mailing                          | \$ 750   |

supplies subtotal: \$ 6,180

Other:

(description)

amount

|  |          |
|--|----------|
| First mailing @ \$4/ mailing with 460 mailed out             | \$ 1,840 |
| Second mailing @ \$3.5/ mailing - 225 mailed                 | \$ 788   |
| Third mailing @ \$3/ mailing - 150 safety rewards mailed out | \$ 450   |

other subtotal \$ 3,078

Total Other Than Personnel \$ 9,258

Total direct costs \$ 14,998

Indirect cost rate:

Indirect cost base 14,998.30

Total Indirects

Total budget: (generally should not exceed \$15,000)

14,998



**Mailing Address:**  
1 Baldwin Street  
Drawer 33  
Montpelier, Vermont 05633-5701

Tel.: (802) 828-2295  
Fax: (802) 828-2483

**STATE OF VERMONT**  
**JOINT FISCAL COMMITTEE**  
1 Baldwin Street  
Montpelier, Vermont 05633-5701

## MEMORANDUM

**To:** Joint Fiscal Committee Members

**From:** Nathan Lavery, Fiscal Analyst *NL*

**Date:** April 15, 2008

**Subject:** Grant Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

**JFO #2324** — \$14,500 grant from the Northeast Center for Agricultural Health to the Agency of Agriculture, Food & Markets. These grant funds will be used to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison counties. [*JFO received 04/14/08*]

The Joint Fiscal Office has reviewed this submission 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) or Stephen Klein at 802/828-5769; [sklein@leg.state.vt.us](mailto:sklein@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 April 29 we will assume that you agree to consider as final the Governor's acceptance of this request.

cc: James Reardon, Commissioner  
Linda Morse, Administrative Assistant  
Roger Albee, Secretary

JFO #  
2324

STATE OF VERMONT  
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.

TITLE OF GRANT: Feasibility Project: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties.

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health  
One Atwell Road  
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: \$14,500.00

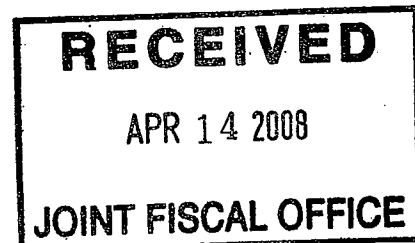
POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

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

(INITIAL) SM 4/7/08  
(INITIAL) RPM 4/7/08  
DATE: 4/9/08



**STATE OF VERMONT**  
**REQUEST FOR GRANT ACCEPTANCE**  
 (use additional sheets as needed)

**FORM AA-1**  
 (Rev. 9-90)

1. Agency:
2. Department: **Vermont Agency of Agriculture, Food & Markets**
3. Program: **Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties**
4. Legal Title of Grant: **Feasibility Projects**
5. Federal Catalog No.: **N/A**
6. Grantor and Office Address: **The Northeast Center for Agricultural Health  
 One Atwell Road  
 Cooperstown, NY 13326**

7. Grant Period: From: **04-15-2008** To: **04-14-2009**

8. Purpose of Grant: (Attach additional Sheets if needed)  
 To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.

9. Impact on Existing Programs if Grant is not Accepted:  
 None

| 10. Budget Information:                                  | (1st State FY)   | (2nd State FY)   | (3rd State FY) |
|--|------------------|------------------|----------------|
|  | <u>FY 2008</u>   | <u>FY 2009</u>   | <u>FY 2010</u> |
| <b>EXPENDITURES:</b>                                     |                  |                  |                |
| Personal Services  | \$ 2,500.        | \$ 2,742.        | \$             |
| Operating Expenses                                       | \$ 7,270.        | \$ 1,988.        | \$             |
| Grants   | \$               | \$               | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |
| <b>REVENUES:</b>   |                  |                  |                |
| State Funds:   |                  |                  |                |
| Cash   | \$               | \$               | \$             |
| In-Kind  | \$               | \$               | \$             |
| Federal Funds:   |                  |                  |                |
| (Direct Costs)   | \$               | \$               | \$             |
| (Statewide Indirect)                                     | \$               | \$               | \$             |
| (Department Indirect)                                    | \$               | \$               | \$             |
| Other Funds:   |                  |                  |                |
| (source) <u>Northeast Center for Agricultural Health</u> | \$ 9,770.        | \$ 4,730.        | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |

Grants will be allocated to these appropriation expenditure accounts

Appropriation Nos.  
 DEPTID 2200030000  
 FUND 21889  
 PROGRAM TBD

Amounts  
 \$ 14,500.

REC'D APR 04 2008

11. Will grant monies be spent by one or more personal service contracts?

YES  NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X \_\_\_\_\_ (Date)

12a. Please list any requested Limited Service Positions:

| Titles       | Number of Positions |
|--------------|---------------------|
|              |                     |
|              |                     |
|              |                     |
| <b>TOTAL</b> |                     |

12b. Equipment and space for these positions:

- Is presently available.
- Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

*David Lane for Roger Allen*  
 (Signature)  
Secretary: Agriculture, Food & Markets  
 (Title)

*4/4/08*  
(Date)

14. Action by Governor:

- Approved
- Rejected

*[Signature]*  
 (Signature)

*4/9/08*  
(Date)

15. Secretary of Administration:

- Request to JFO
- Information to JFO

*Ronda P. Melant*  
 (Signature)

*4/7/08*  
(Date)

16. Action by Joint Fiscal Committee:

(Dates)

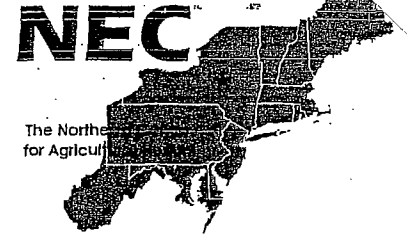
- Request to be placed on JFC agenda
- Approved (not placed on agenda in 30 days)
- Approved by JFC
- Rejected by JFC
- Approved by Legislature

\_\_\_\_\_  
(Signature)

(Date)



NYCAMH / Northeast Center  
One Atwell Road  
Cooperstown, NY 13326  
Ph: 607-547-6023/800-343-7527  
Fx: 607-547-6087  
www.nycamh.com



3/20/08

Louise Waterman  
Vermont Agency of Agriculture, Food & Markets  
116 State St.  
Montpelier, VT 05620-2901

Dear Louise,  
Congratulations on the funding approval of your Feasibility proposal entitled: "Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties". We are able to fund this for the amount of \$14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

Your funding for this grant will run from April 15, 2008 to April 14, 2009. Sue Ackerman, RN, our center manager, will contact you in the next few weeks with a request for a proposed timeline, and information on quarterly progress reports.

We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

  
John May, MD  
NEC Center Director

Cc: Dr. Dennis Murphy



**The Northeast Center for Agricultural Health  
Application for Project Funding**

Coversheet

**A. Title**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

**B. Applicant**

Louise Waterman – Education Coordinator  
[Louise.Waterman@state.vt.us](mailto:Louise.Waterman@state.vt.us)  
802-828-6900

**C. Institution Name and Address**

Vermont Agency of Agriculture, Food & Markets  
116 State Street  
Montpelier, VT 05620-2901

**D. Type Project (circle one)**

Research

Education XXXX

Prevention

**E. Duration of project**

One Year

**F. Total funds requested**

\$14,998

**G. Other cooperating agencies**

\*Caterpillar- Corporate Safety Division

\*Milton CAT – Vermont CAT dealer

\*UVM-EXT – Safety Pilot Project

The Northeast Center for Agricultural Health  
Application for Project Funding

Narrative

**Proposed Project Title:**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

**Background:**

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont's dairy industry and it's important to the industry's future in Vermont. Providing a safer working environment for employees is an important part of a producer's and or manager's responsibilities.

We have been working with Vermont dairy producers on farm safety awareness and training through several projects.

For the last 3 years we have conducted bilingual employee milker training workshops. We have included a safety component with each of these workshops.

The Vermont Farm Safety Pilot Program started in August of 2007 with 13 farms involved in the project. This project was an initiative of the Vermont Dairy Task Force in partnership with the Vermont Agency of Agriculture, the Vermont Department of Labor and the UVM Extension System. This program aims to train farmers to educate their employees on farm safety issues in an effort to reduce injuries and accidents on farms. As part of this project participating dairy farmers committed to conducting monthly on-farm safety training meetings for employees. All participants received an extensive notebook of materials, posters and signs for farm safety.

One tool that was not available was a bilingual CD on skid steer loader safety directed specifically for agriculture. Caterpillar- Corporate Safety Division agreed to develop this tool with our support which will include a CD + training manual and poster in English and Spanish.

This proposed project (Bilingual Skid Steer Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties) will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

\*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts – resource for future safety projects

#### Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits, Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of \$5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. – February and March of 2008  
Kits would then be available at the regular price. - Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

#### **Potential funding sources / mechanisms for future expansion of this project:**

We would ask for industry support, in particular CAT dealers that do business in Vermont. Milton CAT, located in Richmond VT, is very interested in continuing to working with us. Also milk companies such as St Albans Cooperative and agricultural bankers such as Yankee Farm Credit would be potential future collaborators. We feel confident in getting industry support because we have worked with industry very successfully on other projects.

#### **Budget:**

Please see attached budget form

Most dairy farms use skid steer loaders for a variety of purposes. This versatile piece of equipment is used inside and outside. Accidents with skid steer loaders can occur when conditions have changed due to weather and or when untrained individuals operate them.

Agriculture is among the most hazardous occupations with the highest rate of occupational fatalities and eight times the national average within all industry sectors. This information is from the US Department of Labor Statistics in 2005.

Skid steer loaders differ from tractors in steering, mounting and dismounting and operators are not always aware of the hazards involved in operating them. We have reviewed case studies involving skid steer loader accidents from the University of Iowa, Florida and Wisconsin (FACE Programs).

All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

#### **Objectives and Methods and Timelines:**

\*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

Method and Timeline for this objective:

June – September 2008 · Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division

First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - \$5) the skid steer loader safety kit that will include the bilingual CD and training manual.

\*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

\*More skid steer operators will know how to run them safely.

\*More productive employees through increased awareness of skid steer hazards and safety precautions.

Method and Timeline for these objectives:

As orders come in, safety CDs will be sent out - November and December of 2008

Name of Contractor: Louise Waterman

Institution: Vermont Agency of Agriculture, Food & Markets

(short date format)

Period of Performance: From 06/01/08 to 05/01/09

Method of Selection: Competitive

Amount Requested \$ 14,998

Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

**Itemized Budget:**

**Personnel:**

| Name            | Title                 | Salary          | FTE   | Requested Salary | Fringe Rate | Requested Fringe | Total    |
|-----------------|-----------------------|-----------------|-------|------------------|-------------|------------------|----------|
| Louise Waterman | Education Coordinator | \$ 52,000       | 8.00% | \$ 4,160         | 38%         | \$ 1,581         | \$ 5,741 |
|                 |                       |                 |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |                 |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |                 |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |                 |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |                 |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       | Subtotal Salary |       | \$ 4,160         |             |                  |          |
|                 |                       | Subtotal Fringe |       |                  |             | \$ 1,581         |          |
| Total Personnel |                       |                 |       |                  |             |                  | \$ 5,741 |

chksm \$ -

**Other than Personnel:**

**Equipment:**

| (description)            | amount |
|--------------------------|--------|
|                          |        |
|                          |        |
|                          |        |
| equipment subtotal: \$ - |        |

**Travel:**

**Out of state:**

|                        |      |                           |
|------------------------|------|---------------------------|
| # individuals:         |      |                           |
| # trips:               |      |                           |
| Transportation costs:  |      | (per individual per trip) |
| per diem:              |      | (per individual per trip) |
| Out of state subtotal: | \$ - |                           |

**Local:**

|                       |       |                           |
|-----------------------|-------|---------------------------|
| # individuals:        |       |                           |
| per diem:             |       | (per individual per trip) |
| # miles:              |       |                           |
| \$ per mile:          | 0.445 |                           |
| Local Subtotal        | \$ -  |                           |
| travel subtotal: \$ - |       |                           |

**Supplies:**

| (description)  | amount   |
|--|----------|
| 460 skid steer safety posters @ \$3/poster - for first mailing               | \$ 1,380 |
| 225 skid steer safety CD's + support material @ \$18/kit (\$25 less the \$3) | \$ 4,050 |
| Safety 'prize' for third mailing 150 @ \$5/ mailing                          | \$ 750   |
| supplies subtotal: \$ 6,180  |          |

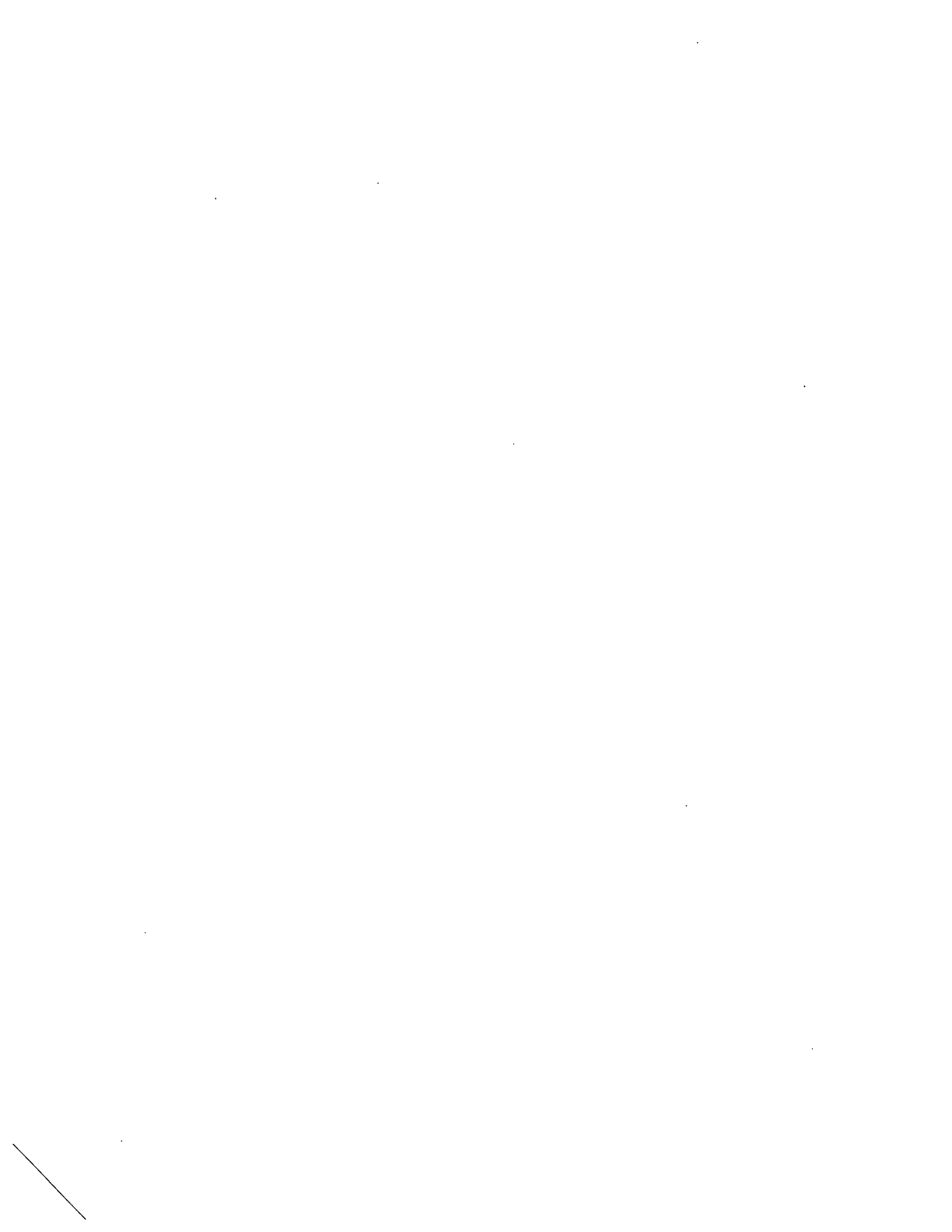
**Other:**

| (description)  | amount   |
|--|----------|
| First mailing @ \$4/ mailing with 460 mailed out             | \$ 1,840 |
| Second mailing @ \$3.5/ mailing - 225 mailed                 | \$ 788   |
| Third mailing @ \$3/ mailing - 150 safety rewards mailed out | \$ 450   |
| other subtotal \$ 3,078                                      |          |
| Total Other Than Personnel                                   | \$ 9,258 |

**Total direct costs \$ 14,998**

Indirect cost rate:  
 Indirect cost base 14,998.30  
 Total Indirects -

**Total budget: (generally should not exceed \$15,000) 14,998**



JFO #  
2324

STATE OF VERMONT  
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.

TITLE OF GRANT: Feasibility Project: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties.

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health  
One Atwell Road  
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: \$14,500.00

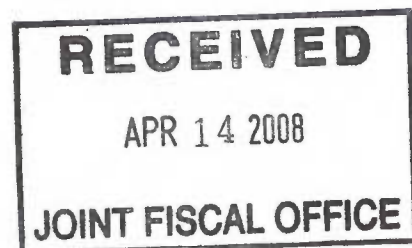
POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

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

(INITIAL) sm 4/7/08  
(INITIAL) rpm 4/7/08  
DATE: 4/9/08



**STATE OF VERMONT**  
**REQUEST FOR GRANT ACCEPTANCE**  
 (use additional sheets as needed)

**FORM AA-1**  
 (Rev. 9-90)

1. Agency:
2. Department: **Vermont Agency of Agriculture, Food & Markets**
3. Program: **Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties**
4. Legal Title of Grant: **Feasibility Projects**
5. Federal Catalog No.: **N/A**
6. Grantor and Office Address: **The Northeast Center for Agricultural Health  
 One Atwell Road  
 Cooperstown, NY 13326**

7. Grant Period: From: **04-15-2008** To: **04-14-2009**

8. Purpose of Grant: (Attach additional Sheets if needed)  
 To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.

9. Impact on Existing Programs if Grant is not Accepted:  
 None

| 10. Budget Information:                                  | (1st State FY)   | (2nd State FY)   | (3rd State FY) |
|--|------------------|------------------|----------------|
|  | <u>FY 2008</u>   | <u>FY 2009</u>   | <u>FY 2010</u> |
| <b>EXPENDITURES:</b>                                     |                  |                  |                |
| Personal Services  | \$ 2,500.        | \$ 2,742.        | \$             |
| Operating Expenses                                       | \$ 7,270.        | \$ 1,988.        | \$             |
| Grants   | \$               | \$               | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |
| <b>REVENUES:</b>   |                  |                  |                |
| State Funds:   |                  |                  |                |
| Cash   | \$               | \$               | \$             |
| In-Kind  | \$               | \$               | \$             |
| Federal Funds:   |                  |                  |                |
| (Direct Costs)   | \$               | \$               | \$             |
| (Statewide Indirect)                                     | \$               | \$               | \$             |
| (Department Indirect)                                    | \$               | \$               | \$             |
| Other Funds:   |                  |                  |                |
| (source) <u>Northeast Center for Agricultural Health</u> | \$ 9,770.        | \$ 4,730.        | \$             |
| <b>TOTAL</b>   | <b>\$ 9,770.</b> | <b>\$ 4,730.</b> | <b>\$</b>      |

|  |   |                              |
|--|---|------------------------------|
| Grants will be allocated to these appropriation expenditure accounts | <u>Appropriation Nos.</u><br>DEPTID 2200030000<br>FUND 21889<br>PROGRAM TBD | <u>Amounts</u><br>\$ 14,500. |
|--|---|------------------------------|

REC'D APR 04 2008



11. Will grant monies be spent by one or more personal service contracts?

[ ] YES

[X] NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X \_\_\_\_\_ (Date)

12a. Please list any requested Limited Service Positions:

| Titles | Number of Positions |
|--------|---------------------|
|        |                     |
| TOTAL  |                     |

12b. Equipment and space for these positions:

- [ ] Is presently available.
- [ ] Can be obtained with available funds

13. Signature of Appointing Authority

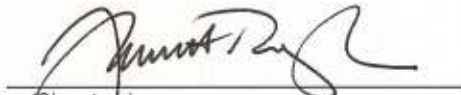
I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

  
 \_\_\_\_\_  
 (Signature)  
 Secretary, Agriculture, Food & Markets  
 (Title)

4/4/08  
(Date)

14. Action by Governor:

- Approved
- [ ] Rejected

  
 \_\_\_\_\_  
 (Signature)

4/9/08  
(Date)

15. Secretary of Administration:

- [ ] Request to JFO
- [ ] Information to JFO

  
 \_\_\_\_\_  
 (Signature)

4/7/08  
(Date)

16. Action by Joint Fiscal Committee:

(Dates)

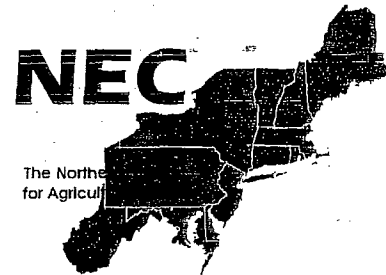
- [ ] Request to be placed on JFC agenda
- [ ] Approved (not placed on agenda in 30 days)
- [ ] Approved by JFC
- [ ] Rejected by JFC
- [ ] Approved by Legislature

\_\_\_\_\_  
(Signature)

(Date)



NYCAMH / Northeast Center  
One Atwell Road  
Cooperstown, NY 13326  
Ph: 607-547-6023/800-343-7527  
Fx: 607-547-6087  
www.nycamh.com



3/20/08

Louise Waterman  
Vermont Agency of Agriculture, Food & Markets  
116 State St.  
Montpelier, VT 05620-2901

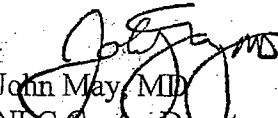
Dear Louise,  
Congratulations on the funding approval of your Feasibility proposal entitled: "Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties". We are able to fund this for the amount of \$14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

Your funding for this grant will run from April 15, 2008 to April 14, 2009. Sue Ackerman, RN, our center manager, will contact you in the next few weeks with a request for a proposed timeline, and information on quarterly progress reports.

We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

  
John May, MD  
NEC Center Director

Cc: Dr. Dennis Murphy

**The Northeast Center for Agricultural Health  
Application for Project Funding**

Coversheet

**A. Title**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

**B. Applicant**

Louise Waterman – Education Coordinator  
[Louise.Waterman@state.vt.us](mailto:Louise.Waterman@state.vt.us)  
802-828-6900

**C. Institution Name and Address**

Vermont Agency of Agriculture, Food & Markets  
116 State Street  
Montpelier, VT 05620-2901

**D. Type Project (circle one)**

Research

Education XXXX

Prevention

**E. Duration of project**

One Year

**F. Total funds requested**

\$14,998

**G. Other cooperating agencies**

\*Caterpillar- Corporate Safety Division

\*Milton CAT – Vermont CAT dealer

\*UVM-EXT – Safety Pilot Project

**The Northeast Center for Agricultural Health  
Application for Project Funding**

**Narrative**

**Proposed Project Title:**

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in  
Franklin and Addison Counties

**Background:**

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont's dairy industry and it's important to the industry's future in Vermont. Providing a safer working environment for employees is an important part of a producer's and or manager's responsibilities.

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\*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts – resource for future safety projects

#### Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits, Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of \$5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. – February and March of 2008

Kits would then be available at the regular price. - Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

#### **Potential funding sources / mechanisms for future expansion of this project:**

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Please see attached budget form

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### **Objectives and Methods and Timelines:**

\*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

Method and Timeline for this objective:

June – September 2008 - Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division

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\*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

\*More skid steer operators will know how to run them safely.

\*More productive employees through increased awareness of skid steer hazards and safety precautions.

Method and Timeline for these objectives:

As orders come in, safety CDs will be sent out - November and December of 2008

Name of Contractor: Louise Waterman

Institution: Vermont Agency of Agriculture, Food & Markets

(short date format)

Period of Performance: From 06/01/08 to 05/01/09

Method of Selection: Competitive

Amount Requested \$ 14,998

Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

Itemized Budget:

Personnel:

| Name            | Title                 | Salary    | FTE   | Requested Salary | Fringe Rate | Requested Fringe | Total    |
|-----------------|-----------------------|-----------|-------|------------------|-------------|------------------|----------|
| Louise Waterman | Education Coordinator | \$ 52,000 | 8.00% | \$ 4,160         | 38%         | \$ 1,581         | \$ 5,741 |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
|                 |                       |           |       | \$ -             |             | \$ -             | \$ -     |
| Subtotal Salary |                       |           |       | \$ 4,160         |             |                  |          |
| Subtotal Fringe |                       |           |       |                  |             | \$ 1,581         |          |
| Total Personnel |                       |           |       |                  |             |                  | \$ 5,741 |

chksm \$ -

Other than Personnel:

Equipment:

(description)

amount

| (description) | amount |
|---------------|--------|
|               |        |
|               |        |
|               |        |

equipment subtotal: \$ -

Travel:

Out of state:

|                        |                           |
|------------------------|---------------------------|
| # individuals:         |                           |
| # trips:               |                           |
| Transportation costs:  | (per individual per trip) |
| per diem:              | (per individual per trip) |
| Out of state subtotal: | \$ -                      |

Local:

|                |                           |
|----------------|---------------------------|
| # individuals: |                           |
| per diem:      | (per individual per trip) |
| # miles:       |                           |
| \$ per mile:   | 0.445                     |
| Local Subtotal | \$ -                      |

travel subtotal: \$ -

Supplies:

(description)

amount

|   |          |
|---|----------|
| 460 skid steer safety posters @ \$3/poster - for first mailing                | \$ 1,380 |
| 225 skid steer safety CD's + support material @ \$18/kit ( \$25 less the \$8) | \$ 4,050 |
| Safety 'prize' for third mailing 150 @ \$5/ mailing                           | \$ 750   |

supplies subtotal: \$ 6,180

Other:

(description)

amount

|   |          |
|---|----------|
| First mailing @ \$4/ mailing with 460 mailed out            | \$ 1,840 |
| Second mailing @\$3.5/ mailing - 225 mailed                 | \$ 788   |
| Third mailing @ \$3/ mailing- 150 safety rewards mailed out | \$ 450   |

other subtotal \$ 3,078

Total Other Than Personnel \$ 9,258

Total direct costs \$ 14,998

Indirect cost rate:

Indirect cost base 14,998.30

Total Indirects -

Total budget: (generally should not exceed \$15,000)

14,998