



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

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

**From:** Rebecca Buck, Staff Associate *RB*

**Date:** November 24, 2006

**Subject:** Status of Grant Request

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

**JFO #2273** – \$197,446 grant from the U.S. Department of Justice, Office of Justice Programs to the Center for Crime Victim Services. These grant funds will be passed through to the City of Burlington to design, implement and evaluate a Parallel Justice Pilot Project for crime victims. The purpose of this pilot project is to build the infrastructure needed within the Burlington Police Department and Community Justice Center to better serve all victims of crime.

*[JFO received 10/25/06]*

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  
Judy Rex

**From:** Judy Rex <jrex@ccvs.state.vt.us>  
**To:** Rebecca Buck <RBUCK@leg.state.vt.us>  
**Date:** 10/31/2006 3:18 PM  
**Subject:** Re: Questions from Rep. Michael Obuchowski regarding JFO #2273

**CC:** Michael Obuchowski <OBIE@leg.state.vt.us>, Steve Klein <SKLEIN@leg.state...  
Hi,

Here are the answers to your questions:

1. The state's victim compensation fund only provides compensation to victims of violent crime and does not compensate for property. Burlington residents will be treated like every other Vermont resident when it comes to the Victim Compensation Program. The Burlington pilot is looking to provide assistance to crime victims not covered by the state's compensation program and in particular, wants to rally the business community to donate goods and services and to recruit community volunteers to help provide assistance. Please note that this is a pilot project that will need to be evaluated in order to see whether this approach can be successful. If successful, I would certainly want to replicate in other communities. Many of the other justice centers are anxious to improve their services to crime victims. Burlington residents will potentially have access to additional services not available in other areas of the state, but again, this is an experiment to see whether we can get businesses and volunteers to step up to the plate so to speak.

2. No, Burlington received a federal grant through the Office on Victims of Crime to get this program started.

3. I have been very clear with Bob Kiss and Tom Tremblay that the city will have to incorporate this project into their city budget. With that in mind, they designed the project to build the city's infrastructure and volunteer base that can be sustained with existing city resources when the federal grant expires. If this project is successful, I would want to replicate in other communities and would certainly look to our federal VOCA grant (if we ever get an increase) or to the state.

4. Parallel Justice is a concept that acknowledges that the criminal justice system was designed to hold offenders accountable and is not equipped to meet the needs of crime victims. Despite that premise, we tie most of our services to crime victims to that system. For example, you cannot access the compensation program unless you report to police and they find probable cause a crime occurred. What if there isn't enough evidence to find probable cause - does that mean the crime didn't occur. We know many crimes occur in Vermont with little evidence to support probable cause. Services through the Victim Assistance Program are only available if the crime is being prosecuted. So what happens when the offender is not caught or arrested. A crime still occurred but yet those victims don't receive services. The idea behind Parallel Justice is to make crime victim services readily available to all crime victims regardless of what is taking place in the criminal justice system. Another important element is to bring the community into this work. Too often people think crime can't happen to them and they don't get involved. We want communities to help the people who are hurting and not always look to governmental programs to pick up the pieces. Finally, Parallel Justice uses a model that allows services to be tailored to the

individual and not forcing the individual to fit into existing services. This concept is very much in keeping with the goals of the AHS reorganization.

5. The Center treats its grant awards as contracts so all of that money goes to Burlington for the project. The Center will not be engaging in any personal service contracts.

I hope this answers your questions. Let me know if you need additional information.

Judy Rex

Rebecca Buck wrote:

> Good afternoon Judy--

>

> Representative Obuchowski has the following questions regarding JFO  
> #2273 (\$197,446 pass thru grant from U.S. Dept of Justice to Center for  
> Crime Victim Services):

>

> 1) How will this grant interface with the crime victim compensation  
> fund? Will victims in Burlington be treated differently and more  
> beneficially than victims in other areas of the state? Will the  
> standard of service be different in the rest of VT because of the award  
> of this grant?

>

> 2) Have any of these grant funds been spent by the City of Burlington?

>

>

> 3) What will happen in Burlington after this grant expires? Will the  
> City of Burlington pick up future expenses? Is there an anticipation  
> that the State of Vermont will pick up these future expenses?

>

> 4) Would like to have a better understanding of "parallel justice".  
> Please provide a more expansive explanation.

>

> 5) Page 2, item 11 of the AA-1 form has been checked off that no grant  
> monies will be spent by one or more personal service contracts.  
> However, in the revised VCCVS budget narrative and detail budget summary  
> dated 8-16-06 there is a budget category listed as "G.  
> Consultants/Contracts" in the amount of \$177,140 (out of the \$197,446  
> grant total). What is this "consultants/contracts" expenditure for?

>

>

> Please cc me on your response to Representative Obuchowski. Thank you.

> --Becky

>

>

>

--

Judith A. Rex  
Executive Director  
Vermont Center for Crime Victim Services

58 South Main Street  
Waterbury, VT 05676  
(802)241-1250 phone  
(802)241-1253 fax  
(800)845-4874 TTY

**From:** Rebecca Buck  
**To:** jrex@ccvs.state.vt.us  
**Subject:** Questions from Rep. Michael Obuchowski regarding JFO #2273

Good afternoon Judy--

Representative Obuchowski has the following questions regarding JFO #2273 (\$197,446 pass thru grant from U.S. Dept of Justice to Center for Crime Victim Services):

1) How will this grant interface with the crime victim compensation fund? Will victims in Burlington be treated differently and more beneficially than victims in other areas of the state? Will the standard of service be different in the rest of VT because of the award of this grant?

2) Have any of these grant funds been spent by the City of Burlington?

3) What will happen in Burlington after this grant expires? Will the City of Burlington pick up future expenses? Is there an anticipation that the State of Vermont will pick up these future expenses?

4) Would like to have a better understanding of "parallel justice". Please provide a more expansive explanation.

5) Page 2, item 11 of the AA-1 form has been checked off that no grant monies will be spent by one or more personal service contracts. However, in the revised VCCVS budget narrative and detail budget summary dated 8-16-06 there is a budget category listed as "G. Consultants/Contracts" in the amount of \$177,140 (out of the \$197,446 grant total). What is this "consultants/contracts" expenditure for?

Please cc me on your response to Representative Obuchowski. Thank you. --Becky

**CC:** Klein, Steve; Obuchowski, Michael



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

## MEMORANDUM

**To:** Joint Fiscal Committee Members

**From:** Rebecca Buck, Staff Associate *RB*

**Date:** October 26, 2006

**Subject:** Grant Request

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

**JFO #2273** – \$197,446 grant from the U.S. Department of Justice, Office of Justice Programs to the Center for Crime Victim Services. These grant funds will be passed through to the City of Burlington to design, implement and evaluate a Parallel Justice Pilot Project for crime victims. The purpose of this pilot project is to build the infrastructure needed within the Burlington Police Department and Community Justice Center to better serve all victims of crime.

*[JFO received 10/25/06]*

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 (Rebecca Buck at 802/828-5969; [rbuck@leg.state.vt.us](mailto:rbuck@leg.state.vt.us) or Stephen Klein at 802/828-5769; [sklein@leg.state.vt.us](mailto:sklein@leg.state.vt.us)) if you would like this item held for committee review. Unless we hear from you to the contrary by November 9 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  
Judy Rex, Director

JFO #  
2273

STATE OF VERMONT  
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant from the Department of Justice Bureau of Justice Assistance is for a pilot project for the City of Burlington. This grant to the Center for crime Victims Services will be passed through to the City of Burlington for the pilot project. It will be used by Burlington Police and the Community Justice Center to build a volunteer program to better serve crime victims as well as encouraging business involvement in helping crime victims and providing a forum for crime victims to discuss their issues.

FEDERAL CATALOG No.: 2006-DD-BX-0548

GRANTOR / DONOR: Office of Justice Programs  
Bureau of Justice Assistance  
Washington, DC 20531

DATE: 10/18/06

DEPARTMENT: Center for Crime Victims Services

GRANT / DONATION: This grant will be passed through to the City of Burlington and the Center for Crime Victim Services will not retain any of these funds.

AMOUNT / VALUE: \$197,446.00

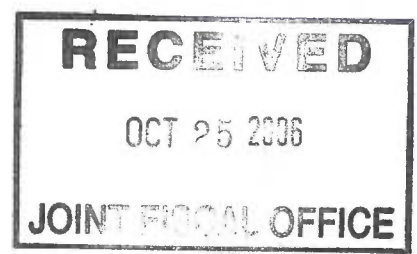
POSITIONS REQUESTED: None

GRANT PERIOD: 7/1/06 to 6/30/08

COMMENTS: The grant request and grant award material is attached.

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

(INITIAL) [Signature]  
(INITIAL) [Signature]  
DATE: 10/23/06



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

FORM AA-1  
 (Rev. 9-90)

1. Agency: VT Center for Crime Victim Services  
 2. Department:  
 3. Program:  
 4. Legal Title of Grant: FY 2006 BJA Congressionally Mandate Awards  
 5. Federal Catalog No.: 2006-AD-BX-0548  
 6. Grantor and Office Address:  
 Office of Justice Programs  
 Bureau of Justice Assistance  
 Washington, DC 20531  
 Contact person: Gale Farquhar  
 202-514-8528

7. Grant Period: From: 7/1/06 To: 6/30/08

8. Purpose of Grant: (attach additional sheets if needed)

Parallel Justice Pilot Project

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

No impact on State programs

10. Budget Information:

	(1st State FY) FY <del>2004</del> 2007	(2nd State FY) FY <del>2008</del> 2008	(3rd State FY) FY 2003
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EXPENDITURES:

Personal Services	\$	\$	\$
Operating Expenses	\$	\$	\$
Grants	\$ 98,723	\$ 98,723	\$
<b>TOTAL</b>	\$ <del>0.00</del> 98,723	\$ <del>0.00</del> 98,723	\$ 0.00

REVENUES:

<u>State Funds:</u>			
Cash	\$	\$	\$
In-Kind	\$	\$	\$
<u>Federal Funds:</u>			
(Direct Costs)	\$ 98,723	\$ 98,723	\$
(Statewide Indirect)	\$	\$	\$
(Department Indirect)	\$	\$	\$
<u>Other Funds:</u>			
(source) Grant	\$	\$	\$

**TOTAL** \$ 98,723 \$ 98,723 \$ 0.00

Appropriation Nos.

216001000

Amounts

\$ 197,446  
 \$  
 \$

-over-

OCT 02 2006



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 \_\_\_\_\_

12a. Please list any requested Limited Service positions: N/A

Titles	Number of Positions
<b>TOTAL Positions</b>	0

12b. Equipment and space for these positions: N/A

- 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.

Judith A Rey  
(Signature)

9/27/06  
(Date)

Executive Director  
(Title)

14. Action by Governor:

- Approved
- Rejected

[Signature]  
(Signature)

10/21/06  
(Date)

15. Secretary of Administration:

- Request to JFO
- Information to JFO

[Signature]  
(Signature)

10-18-06  
(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)



**Vermont Center  
for Crime Victim Services**

**Victims Compensation Program  
Vermont Victim Assistance Academy  
Victim Assistance Program  
[www.ccvv.state.vt.us](http://www.ccvv.state.vt.us)**

September 27, 2006

To: Jim Reardon, Commissioner

From: Judy Rex, Director



Re: Request of Federal Grant Acceptance


The Center for Crime Victim Services applied for and received a federal grant from the Department of Justice, Bureau of Justice Assistance to support a Parallel Justice Pilot Project for the City of Burlington. The entire federal grant of \$197,446 will be awarded to the City of Burlington to implement the project. A description of the project is attached with the budget as well as the required AA-1 form and the federal grant award letter. This is a one-time grant award to the City and there is no financial impact on the Center or the state.

For the past two years, the Center has been consulting with Burlington's Community Justice Center to help them design the pilot project. These funds will be used to build a volunteer program at the Burlington Police Department and the Community Justice Center to help them better serve crime victims. Local businesses will also be recruited to donate goods and services to help meet the many out-of-pocket expenses that crime victims incur. A media campaign will be launched to help recruit volunteers and businesses to get involved with the project. Finally, a Parallel Justice Commission will be formed to provide a forum to crime victims to talk about their victimization and receive validation. The goal of this project is to build the infrastructure needed within the Burlington Police Department and the Community Justice Center to better serve all victims of crime.

If you have any questions, please don't hesitate to call me.

cc. Toni Hartrich

**STATE OF VERMONT**  
**Department of Finance and Management**  
**MEMO**

**TO:** Mike Smith, Secretary of Administration and Jim Reardon, Commissioner  
of Finance and Management  
**FROM:** Toni Hartrich, Budget and Management Analyst   
**DATE:** 10/18/06  
**SUBJECT:** Grant Acceptance Request from the Center for Crime Victim Services  
(CCVS)

Enclosed is the CCVS request for acceptance of a grant of \$197,446.00 to cover the cost of a Burlington City pilot program to improve Burlington services for crime victims. CCVS has been working with the Burlington Community Justice Center to design this project, CCVS got awarded this grant for the project by the Department of Justice and all the funds will go to the Burlington project.

**I am recommending approval of this grant request.**



Department of Justice  
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

September 13, 2006

Ms. Judith Rex  
Vermont Center for Crime Victim Services  
58 South Main Street  
Suite 1  
Waterbury, VT 05676-1599

Dear Ms. Rex:

On behalf of Attorney General Alberto Gonzales, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 2006 BJA Congressionally Mandated Awards in the amount of \$197,446 for Vermont Center for Crime Victim Services.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Gale Farquhar, Program Manager at (202) 514-8528; and
- Financial Questions, the Office of the Comptroller, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at [ask.oc@usdoj.gov](mailto:ask.oc@usdoj.gov).

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in cursive script that reads "Regina B. Schofield".

Regina B. Schofield  
Assistant Attorney General

Enclosures



Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**Grant**

PAGE 1 OF 2

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Vermont Center for Crime Victim Services 58 South Main Street Suite 1 Waterbury, VT 05676-1599		4. AWARD NUMBER: 2006-DD-BX-0548	
		5. PROJECT PERIOD: FROM 07/01/2006 TO 06/30/2008 BUDGET PERIOD: FROM 07/01/2006 TO 06/30/2008	
1A. GRANTEE IRS/VENDOR NO. 036000262		6. AWARD DATE 09/13/2006	7. ACTION Initial
		8. SUPPLEMENT NUMBER 00	
		9. PREVIOUS AWARD AMOUNT \$ 0	
3. PROJECT TITLE Parallel Justice Pilot Project		10. AMOUNT OF THIS AWARD \$ 197,446	
		11. TOTAL AWARD \$ 197,446	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under Science, State, Justice, Commerce, and Related Agencies Appropriations Act, 2006, Pub. L. No. 109-108 (Nov. 22, 2005).			
15. METHOD OF PAYMENT PAPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Regina B. Schofield Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Judith Rex Executive Director	
17. SIGNATURE OF APPROVING OFFICIAL <i>Regina B. Schofield</i>		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL	19A. DATE
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X B D6 80 00 00 197446		21. D606U00404	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Justice  
Office of Justice Programs  
**Bureau of Justice  
Assistance**

**AWARD CONTINUATION  
SHEET  
Grant**

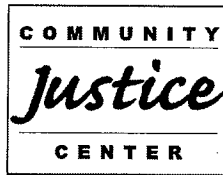
PAGE 2 OF 2

PROJECT NUMBER 2006-DD-BX-0548

AWARD DATE 09/13/2006

*SPECIAL CONDITIONS*

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, as further described in the current edition of the OJP Financial Guide, Chapter 19.
4. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of OJP.
5. The recipient agrees to submit to BJA for review and approval any curricula, training materials, or any other written materials that will be published, including web-based materials and web site content, through funds from this grant at least thirty (30) working days prior to the targeted dissemination date.
6. The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.
7. "Applicants must certify that Limited English Proficiency persons have meaningful access to the services under this program(s). National origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI and the Safe Streets Act, recipients are required to take reasonable steps to ensure that LEP persons have meaningful access to their programs. Meaningful access may entail providing language assistance services, including oral and written translation when necessary. The U.S. Department of Justice has issued guidance for grantees to help them comply with Title VI requirements. The guidance document can be accessed on the Internet at [www.lep.gov](http://www.lep.gov)."
8. The award recipient agrees to participate in a data collection process measuring program outputs and outcomes. The data elements for this process will be outlined by the Office of Justice Programs.
9. The recipient shall submit to BJA one copy of all reports and proposed publications resulting from this agreement thirty (30) days prior to public release. Any written, visual, or audio publications, with the exception of press releases, whether published at the grantee's or government's expense, shall contain the following statements: "This project was supported by Grant No. 2006-DD-BX-0548 awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, and the Office for Victims of Crime. Points of view or opinions in this document are those of the author and do not represent the official position or policies of the United State Department of Justice." The current edition of the OJP Financial Guide provides guidance on allowable printing activities.
10. The applicant budget is pending review or approval. The recipient may not obligate, expend or draw down any grant funds until the Office of the Comptroller, Office of Justice Programs has issued clearance of the application budget, and a Grant Adjustment Notice has been issued removing this special condition.



## Memorandum

**To: Stakeholders**

**From:** Sharon Davis, Vermont Center for Crime Victim Services, Cara Gleason, Community Justice Coordinator & Lt. Jennifer Morrison, Burlington Police Department

**Re:** Parallel Justice for Victims

**Date:** June 2006

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In 2004, the City of Burlington was selected by the National Center for Crime Victim Services as one of three demonstration sites to design, implement and evaluate a Parallel System of Justice for victims of crime. Parallel Justice is a framework for responding to crime by offering support and validation to victims regardless of whether the offender of their crime is caught or prosecuted.

Parallel Justice will give Burlington a framework to tap into its community resources and come together to repair the harm caused by crime. In addition, Parallel Justice sets out a distinct and active role for government. This project represents a new level of collaboration among municipal and state agencies with private organizations and individuals. The planning team includes representatives from the State of Vermont Center for Crime Victim Services, the Burlington Community Justice Center, and the Burlington Police Department.

Recently, the City secured a \$50,000 Federal grant from the Office of Victims of Crime through the Helping Outreach Programs Expand (HOPE) II that will make implementation possible. In addition, the Bureau of Justice Assistance has awarded a \$197,466 grant to the project through the Center for Crime Victim Services. This grant is pending state approval.

The focus of the initial project will be on victims of property crimes and non-domestic assault. While a strong network of domestic and sexual violence advocacy agencies exist in Burlington, there is little support for victims of other types of crimes. (The program would not deny services to Domestic or Sexual Violence Victims.)

The preliminary plan includes the following components:

**Support and Community (Resources and Services)** - Victim support staff will be placed at the Burlington Police Department and the Community Justice Center to provide victims with immediate support and ongoing case management. Victims will receive a call from a Parallel Justice Specialist within 24 hours of their crime and will receive services regardless of whether their case is solved. The Project will create a directory of community volunteers and local businesses who are willing to donate goods and services to victims of crime.

**Victim Forum (Validation and Testimony)** - A small board of key State and City officials will be created to provide a forum for victims to share their experience and the impact of crime on their lives. Victims will not be required to participate in a forum to receive services. Other restorative process will be offered to Victims as an alternative to the Forum such as Healing Circles and Group Conferences.

**Public Relations and Media Campaign (Paradigm Shift)** - A multi-tiered, citywide media campaign will educate the broader community about victimization as well as the community and government's responsibility to respond.

**Governmental Service (Entitlements)** - Project staff will work with governmental agencies to prioritize the needs of victims and to breakdown barriers to safety and services.

The Parallel Justice Project will support efforts to achieve the priorities laid out in the Public Education and Community Safety Plan created in 2005 by the Community Safety Task Force and approved by the Burlington City Council.

**Budget Detail**

Vermont Center for Crime Victim Services  
 FY06 BJA Congressionally Mandated Awards

**A. Personnel -**

**TOTAL 0**

**B. Fringe Benefits -**

**TOTAL 0**

**C. Travel -**

**Burlington Community Justice Center**

National Training Washington D.C. two people for two years

Airfare \$300 Round Trip X 2 persons X 2 years	\$1,200
Hotel 192 per night x 3 nights X 2 persons X 2 years	\$2,304
Meals and Incidentals \$64 per day X 3 days X 2 persons X 2 years	\$ 765

Mileage reimbursement for volunteer travel 500 miles @.485/mile \$ 242

**TOTAL \$4,511**

**D. Equipment –**

1 each Laptop Computer For Burlington Police Department \$2,285

1 each Laptop Computer for Burlington Community Justice Center \$2,285

**TOTAL \$4,570**

**E. Supplies -**

**Burlington Community Justice Center**

Office Supplies \$31.25 per month X 12 months X 2 years \$750

**TOTAL \$750**



**F. Construction – N/A**

**G. Consultants/Contracts -**

**Burlington Community Justice Center**

1 FTE Parallel Justice Specialist \$32,000 per year X 2 years	\$64,000
Benefits at 38% X \$12,160 per year X 2 years (Fica-.0765, Health- .2336, Dental- .0188, Life- .0047, Worker's Comp-.0234, Sick bonus-.0078, Parking- .0152)	\$24,320
Trainers for community/volunteer trainings 5 trainings @ \$100ea	\$ 500

**Burlington Police Department**

1 FTE Parallel Justice Specialist \$32,000 per year X 2 years	\$64,000
Benefits at 38% X \$12,160 per year X 2 years (Fica-.0765, Health- .2336, Dental- .0188, Life- .0047, Worker's Comp-.0234, sick bonus-.0078, Parking- .0152)	\$24,320

**TOTAL CONSULTANTS/CONTRACTS \$177,140**

**H. Other Costs -**

Description	Computation	Cost
<b>Burlington Community Justice Center</b>		
Rent \$300 per month X 12 months X 2 years		\$7,200
Telephone \$100 per month X 12 months X 2 years		\$2,400
Food for community/volunteer meetings and trainings		\$ 875
10 events @ \$87.50		
		<b>TOTAL \$10,475</b>

**Budget Summary -**

<b>Budget Category</b>	<b>Amount</b>
A. Personnel	N/A
B. Fringe Benefits	N/A
C. Travel	\$4,511
D. Equipment	\$4,570
E. Supplies	\$750
F. Construction	N/A
G. Consultants/Contracts	\$177,140
H. Other	\$10,475
<b>Total Grant Costs</b>	<b>\$197,446</b>
I. Match/Other Funding **	
<b>TOTAL PROJECT COSTS</b>	<b>\$197,446</b>