



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: April 24, 2012
Subject: Grant Requests

Enclosed please find three (3) items that the Joint Fiscal Office has received from the administration. Eight (8) limited service positions requests are associated with these items.

JFO #2561 – \$2,486,970 grant from the U.S. Federal Emergency Management Agency to the Vermont Department of Children and Families. This grant will be used to assist victims of Tropical Storm Irene through the provision of long-term disaster case management services. This item includes the establishment of one (1) limited service position.
[JFO received 4/18/12]

JFO #2562 – Request to establish seven (7) limited service positions in the Agency of Human Services and Department of Vermont Health Access. These positions will assist in the planning, procurement and implementation of the Medicaid Management Information System. Ninety-percent of funding for these healthcare information technology positions will be federal funding.
[JFO received 4/18/12]

JFO #2563 – \$40,000 grant from the Water Wheel Foundation to the Vermont Agency of Human Services. This grant will be used to implement a statewide volunteer management system.
[JFO received 4/18/12]

Please review the enclosed materials and notify the Joint Fiscal Office (Nathan Lavery at (802) 828-1488; nlavery@leg.state.vt.us) if you have questions or would like an item held for Joint Fiscal Committee review. Unless we hear from you to the contrary by May 8 we will assume that you agree to consider as final the Governor's acceptance of these requests.



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

Agency of Administration

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

JFO 2563

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

Grant Summary:		The gift will be used to implement a volunteer management system, which includes sponsoring a VISTA Volunteer to create the system. The grant will cover costs to implement the system.			
Date:		3/30/2012			
Department:		AHS			
Legal Title of Grant:		N/A			
Federal Catalog #:		N/A			
Grant/Donor Name and Address:		Water Wheel Foundation, 33 Main St., Burlington, VT 05401			
Grant Period:		From:	To:		
		3/30/2012	3/29/2013		
Grant/Donation		\$40,000			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$22,375	\$17,625	\$	\$	
Position Information:		# Positions	Explanation/Comments		
Additional Comments:		I recommend approval.			
Department of Finance & Management		<i>EB/MOR</i>		<i>4/18/12</i>	(Initial)
Secretary of Administration				<i>AC</i>	(Initial)
Sent To Joint Fiscal Office				Date <i>4/18/12</i>	



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

BASIC GRANT INFORMATION				
1. Agency:	Agency of Human Services			
2. Department:	Secretary's Office			
3. Program:	N/A			
4. Legal Title of Grant:	N/A			
5. Federal Catalog #:	N/A			
6. Grant/Donor Name and Address:	Water Wheel Foundation, 33 Main St., Suite 5, Burlington, VT 05401			
7. Grant Period:	From:	3/30/2012	To:	3/29/2013
8. Purpose of Grant:	Award of \$40,000: In the recent Irene Long Term Recovery Report, SerVermont was charged with establishing a Vermont Volunteer Coordinator (FT AmeriCorps VISTA member) to create a statewide volunteer management system based in state government. These funds will cover the first year costs needed to undertake this initiative. Please refer to attached Terms of Award.			
9. Impact on existing program if grant is not Accepted:	Acceptance of the Water Wheel Foundation funds is required to implement the statewide volunteer management initiative.			
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2012	FY 2013	FY	
Personal Services	\$ 17,325	\$13,375	\$	
Operating Expenses	\$ 5,050	\$ 4,250	\$	
Grants	\$	\$	\$	
Total	\$22,375	\$17,625	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:		\$	\$	
Grant (source: see above)	\$22,375	\$17,625	\$	
Total	\$22,375	\$17,625	\$	
Appropriation No:		Amount:	\$	
	3400001000		\$22,375	
			\$	
			\$	
			\$	

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

		\$
		\$
	Total	\$22,375

PERSONAL SERVICE INFORMATION


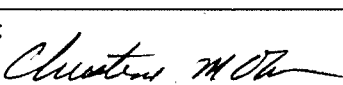
11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.
 Appointing Authority Name: Christine Oliver Agreed by: CMW (initial)

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

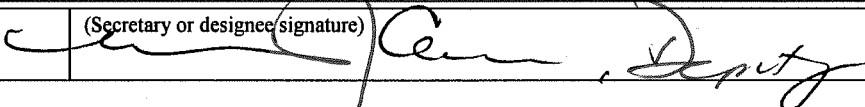
12a. Equipment and space for these positions: Is presently available. Can be obtained with available funds.

13. AUTHORIZATION AGENCY/DEPARTMENT

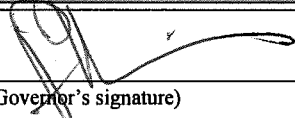
I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):

Signature: 	Date: 4/15/12
Title: Hal Colston, Director of SerVermont	
Signature: 	Date: 4/15/12
Title: Christine Oliver, AHS Deputy Secretary	

14. SECRETARY OF ADMINISTRATION

Approved:  (Secretary or designee signature) Date: 04/18/12

15. ACTION BY GOVERNOR

Check One Box:
 Accepted  Date: 4/18/12
 Rejected (Governor's signature) Date:

16. DOCUMENTATION REQUIRED

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

End Form AA-1

(*) The term "grant" refers to any grant, gift, loan, or any sum of money or thing of value to be accepted by any agency, department, commission, board, or other part of state government (see 32 V.S.A. §5).

SerVermont
 Volunteer Management Budget
 May 1, 2012 - April 30, 2013

A. Personnel Expenses

	FY 1	FY 2	Total Amount
Hal Colston	558	2,792	3,350
Eric Covey	333	1,667	2,000
Total	892	4,458	5,350

B. Personnel Fringe Benefit

Hal Colston	167	833	1,000
Eric Covey	117	583	700
Total	283	1,417	1,700

C. Travel

Mileage Reimbursement	500	2,500	3,000
Total	500	2,500	3,000

D. Equipment

Computer	1,200	0	1,200
Total	1,200	-	1,200

E. Supplies

Public Service Announcement	2,500	0	2,500
Brochures	500	0	500
Total	3,000	-	3,000

F. Contractual and Consultant Services

Consultant	10,000	-	10,000
Training	4,650	-	4,650
VISTA	1,333	6,667	8,000
Total	15,983	6,667	22,650

I. Other Support Costs

Rent	150	750	900
Telephone	117	583	700
Internet	42	208	250
Copying	42	208	250
Total	350	1,750	2,100

J. Indirect Costs

Business Office	167	833	1,000
Total	167	833	1,000

Total Costs

22,375	17,625	40,000
---------------	---------------	---------------



THE
Vermont
Community Foundation

March 30, 2012

Hal Colston, Executive Director
SerVermont
439 Industrial Lane
Berlin, VT 05602

Dear Hal:

It is a pleasure to present a grant in the amount of \$40,000.00 to SerVermont from an advised fund of the Vermont Community Foundation as follows:

Fund: WaterWheel Fund for Vermont Flood Recovery

Recommended by Advisor(s): Phish, Inc.
33 Main Street, Suite 5
Burlington, VT 05401

Grant Purpose: To implement a statewide volunteer management system.

Grant Conditions: As part of the Terms of this grant, we request a grant report be submitted by October 31, 2012. You should reference your unique grant number (#20120664) on all communication.

Please send a thank you letter directly to the advisors. This grant does not entitle the advisors to a tax deduction as they have already received one through the Vermont Community Foundation.

Your grant payment is enclosed. Deposit of this check signifies your intent to comply with the stated grant purpose and the official terms and conditions of this grant summarized in the enclosed Terms of Award. **Please return the original signed Terms of Award in the enclosed envelope, keeping a copy for your records.**

Congratulations and best wishes,

Janet Malcolm
Grants Associate

Enclosure

cc: Beth Montuori Rowles/ The WaterWheel Foundation

By accepting this check, your organization certifies to the Vermont Community Foundation that (i) no tangible benefit, goods or services have been received by any donor or advisor connected with the Fund; their family members, or any entities controlled by aforesaid persons and (ii) this donation will not be used by you to satisfy payment of any pledge or other personal financial obligation on behalf of any advisors.

Agency of Human Services
208 Hurricane Lane
Williston, VT 05495
[phone] 802-871-3005
[fax] 802-871-3001

MEMORANDUM

TO: AA-1 Reviewers

FROM: Hal Colston, Director of SerVermont

DATE: April 4, 2012

RE: Water Wheel Foundation gift of \$40,000

SerVermont received a gift of \$40,000 from the Water Wheel Foundation (via The Vermont Community Foundation) to implement a statewide volunteer management system. After these funds are used to implement the volunteer management system, existing SerVermont federally funded positions will assume management responsibilities in the out years.

I will be meeting with The Vermont Community Foundation to discuss making the twelve month award period effective from the date of the Joint Fiscal Committee's approval. SerVermont kindly requests an expedited review and approval of the attached AA-1.