



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee members  
From: Daniel Dickerson, Fiscal Analyst *DWD*  
Date: February 03, 2020  
Subject: Grant Requests – JFO #2993-2996

Enclosed please find four (4) items, including one (1) limited-service position, which the Joint Fiscal Office has received from the Administration.

**JFO #2993** – \$180,000 from U.S. Environmental Protection Agency (EPA) to the VT Dept. of Environmental Conservation (DEC). This funding will be used to perform lead testing on drinking water sources within all schools in the State of Vermont. This work will be performed by December 31, 2020. No State matching funds are required.  
*[JFO received 01/31/20]*

**JFO #2994** – \$72,623 from the National Young Farmers Coalition (NYFC) to the VT Dept. of Disabilities, Aging and Independent Living (DAIL). This funding is a sub-grant from a larger pot of money that was awarded to NYFC from the U.S. Dept. of Agriculture. DAIL will use the funds towards building a network with legal, financial and behavioral resources for farmers. Specific objectives include the development of a peer support model for farmers, a review and analysis of existing mental health resources, development of a comprehensive mental health resource guide for farmers, workshops on mental health, and development of a cohort of resource providers to engage and integrate with other agricultural departments. **DAIL has requested one (1) limited-service position in conjunction with this grant request.** This is a one-year grant with the potential for extension into subsequent years.  
*[JFO received 01/31/20]*

**JFO #2995** – \$10,000 from the U.S. Forest Service to the VT Dept. of Environmental Conservation. This funding has been awarded as part of the Good Neighbor Supplemental Project Agreement to aid in performing water quality monitoring activities on federal land. These activities will include the collection and analysis of samples to monitor forest, rangeland and watershed restoration efforts. This funding will be used in State FY2020. No State matching funds are required.  
*[JFO received 01/31/20]*

**JFO #2996** – \$749,519 from U.S. Dept. of Justice to the VT Dept. of State's Attorneys and Sheriffs. This funding will be used to support and enhance the State response to domestic violence in Windham and Bennington Counties. Specifically, the funds will be used to support

an existing position within SAS that was previously supported by a separate grant, which was redirected for a different use. The funds will also be used to hire consultants and to support partnerships with local jurisdictions to aid in the investigation and prosecution of domestic violence cases. The funds would be used over a three-year period and no State matching funds would be required.

*[JFO received 01/31/20]*

Please review the enclosed materials and notify the Joint Fiscal Office (Daniel Dickerson at (802) 828-2472; [ddickerson@leg.state.vt.us](mailto:ddickerson@leg.state.vt.us)) if you have questions or would like an item held for legislative review. Unless we hear from you to the contrary by February 14, 2020 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

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

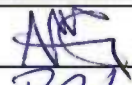
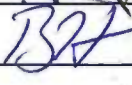
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Agency of Administration

JAN 31 2020

JOINT FISCAL OFFICE

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

<b>Grant Summary:</b>		This is a \$10,000 grant from the USDA Forest Service is to support ANR-DEC's water quality monitoring efforts. No state match required.			
<b>Date:</b>		1/22/2020			
<b>Department:</b>		Environmental Conservation			
<b>Legal Title of Grant:</b>		Good Neighbor Authority			
<b>Federal Catalog #:</b>		10.691			
<b>Grant/Donor Name and Address:</b>		USDA, Forest Service, 231 N Main Street, Rutland, VT 05701			
<b>Grant Period:</b>	<b>From:</b>	10/3/2019	<b>To:</b>	5/31/2021	
<b>Grant/Donation</b>		\$10,000			
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$10,000	\$	\$	\$10,000	
<b>Position Information:</b>		<b># Positions</b>	<b>Explanation/Comments</b>		
		0			
<b>Additional Comments:</b>					
<b>Department of Finance &amp; Management</b>					(Initial)
<b>Secretary of Administration</b>					(Initial)
<b>Sent To Joint Fiscal Office</b>				1/31/20	<b>Date</b>



JOINT FISCAL OFFICE

JAN 3 1 5050

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VERMONT

**Vermont Department of Environmental Conservation**

*Agency of Natural Resources*

Commissioner's Office

One National Life Drive, Main 2 [phone] 802-828-1556

Montpelier, VT 05620-3520 [fax] 802-828-1551

To: Susanne Young, Secretary of Administration, Agency of Administration

Through: Julie Moore, Secretary, Agency of Natural Resources

Through: Emily Boedecker, Commissioner, Department of Environmental Conservation *ELB*

From: Tracy LaFrance, Finance Director, Department of Environmental Conservation

Date: December 12, 2019

Re: Form AA-1 Request for Grant Acceptance, Good Neighbor Authority

Please see attached AA-1 Request for Grant Acceptance Form for Good Neighbor Authority. The form requests authorization for the Agency of Natural Resources, Department of Environmental Conservation ("VTDEC") to expend recently awarded grant funds. The funds were granted through the Good Neighbor Supplemental Project Agreement for Water Quality Monitoring Authorized Activities, which is a cooperative agreement between VTDEC and the USDA, Forest Service REGION 9 Green Mountain and Finger Lakes National Forests ("US Forest Service").

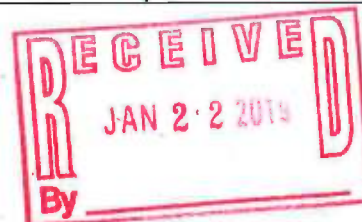
***Explanation of the Project***

The Good Neighbor Supplemental Project Agreement for Water Quality Monitoring Authorized Activities permits the VTDEC to perform restoration and protection services on federal land. The scope of work includes activities related primarily to the collection and analysis of samples to monitor forest, rangeland and watershed restoration services including activities to treat insect and disease infected trees, activities to reduce hazardous fuel and any other activities to restore or improve forest, rangeland and watershed health including fish and wildlife habitat.

The Good Neighbor Supplemental Project Agreement between VTDEC and US Forest Service supports the water quality monitoring activities and data collection that are essential to the activities that VTDEC is responsible for conducting on behalf of the citizens of Vermont. In addition, this agreement supports the partnership between VTDEC and US Forest Service as well as joint data collection and monitoring activities.

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

<b>BASIC GRANT INFORMATION</b>				
<b>1. Agency:</b>	Agency of Natural Resources			
<b>2. Department:</b>	Department of Environmental Conservation			
<b>3. Program:</b>	Monitoring, Assessment and Planning (MAPP) Watershed Management Division			
<b>4. Legal Title of Grant:</b>	Good Neighbor Authority			
<b>5. Federal Catalog #:</b>	10.691			
<b>6. Grant/Donor Name and Address:</b> USDA, Forest Service 231 N Main Street Rutland, VT 05701				
<b>7. Grant Period:</b>	<b>From:</b>	10/3/2019	<b>To:</b>	5/31/2021
<b>8. Purpose of Grant:</b> The Good Neighbor Supplemental Project Agreement for Water Quality Monitoring Authorized Activities permits the Vermont Department of Environmental Conservation ("VTDEC") to perform restoration and protection services on federal land. Scope of work includes activities related primarily to the collection and analysis of samples to monitor forest, rangeland and watershed restoration services including activities to treat insect and disease infected trees, activities to reduce hazardous fuels and any other activities to restore or improve forest, rangeland and watershed health including fish, and wildlife habitat.				
<b>9. Impact on existing program if grant is not Accepted:</b> The Good Neighbor Supplemental Project Agreement is a cooperative agreement between the VTDEC and the USDA, Forest Service, REGION 9 Green Mountain and Finger Lakes National Forests ("US Forest Service"). The work supported by this agreement was previously supported by the Cost Share Challenge Agreement between VTDEC and the US Forest Service. The water quality monitoring activities and data collection of this grant are essential to the water quality monitoring and assessment activities that the Monitoring, Assessment and Planning Program ("MAPP") of VTDEC is responsible for conducting on behalf of citizens of Vermont. Without the acceptance of this agreement, the partnership and related cooperative monitoring activities between VTDEC and US Forest Service may not occur.				
<b>10. BUDGET INFORMATION</b>				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Comments</b>
<b>Expenditures:</b>	<b>FY 2020</b>	<b>FY</b>	<b>FY</b>	
Personal Services	\$10,000	\$	\$	
Operating Expenses	\$	\$	\$	
Grants	\$	\$	\$	
<b>Total</b>	<b>\$10,000</b>	<b>\$</b>	<b>\$</b>	
<b>Revenues:</b>				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$10,000	\$	\$	
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	



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

Other Funds:	\$	\$	\$
Grant (source )	\$	\$	\$
<b>Total</b>	<b>\$10,000</b>	<b>\$</b>	<b>\$</b>

<b>Appropriation No:</b>	6140040000	<b>Amount:</b>	\$10,000
			\$
			\$
			\$
			\$
			\$
		<b>Total</b>	<b>\$10,000</b>

**PERSONAL SERVICE INFORMATION**

**11. Will monies from this grant be used to fund one or more Personal Service Contracts?**  Yes  No  
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

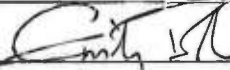
Appointing Authority Name: \_\_\_\_\_ Agreed by: \_\_\_\_\_ (initial)

<b>12. Limited Service Position Information:</b>	<b># Positions</b>	<b>Title</b>
<b>Total Positions</b>		

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

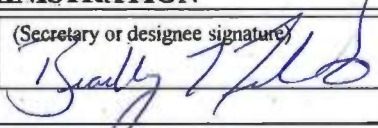
**13. AUTHORIZATION AGENCY/DEPARTMENT**

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: 12/12/19  
 Title: Commissioner, Dept. Environmental Conservation

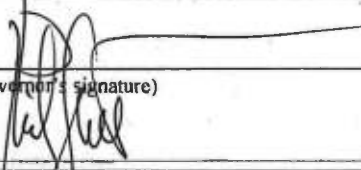
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_

**14. SECRETARY OF ADMINISTRATION**

Approved: (Secretary or designee signature)  Date: 1/23/20

**15. ACTION BY GOVERNOR**

Check One Box:  
 Accepted  
 Rejected

(Governor's signature)  Date: 1/30/20

**16. DOCUMENTATION REQUIRED**

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

<b>Required GRANT Documentation</b>	
<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 type="checkbox"/> Notice of Award	<input type="checkbox"/> Request for Extension (if applicable)
<input type="checkbox"/> Grant Agreement	<input type="checkbox"/> Form AA-1PN attached (if applicable)
<input type="checkbox"/> Grant Budget	
<b>End Form AA-1</b>	
(*) 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).	





FS Agreement No. 20-GN-11092000-001

Cooperator Agreement No. \_\_\_\_\_

**GOOD NEIGHBOR AGREEMENT  
SUPPLEMENTAL PROJECT AGREEMENT**

To

MASTER GOOD NEIGHBOR AGREEMENT #16-GN-11092000-021

BETWEEN

VERMONT AGENCY OF NATURAL RESOURCES, DEPARTMENT OF  
ENVIRONMENTAL CONSERVATION,

AND THE

USDA, FOREST SERVICE

EASTERN REGION, GREEN MOUNTAIN AND FINGER LAKES NATIONAL FORESTS

This Supplemental Project Agreement (SPA) is hereby made and entered into by and between Vermont Agency of Natural Resources, Department of Environmental Conservation, hereinafter referred to as "the Cooperator," and the USDA, Forest Service, REGION 9 Green Mountain and Finger Lakes National Forests, hereinafter referred to as the "U.S. Forest Service," under the authority of the Agricultural Act of 2014, Pub. L. 113-79, section 8206, (Good Neighbor Authority) and specified under the provisions of Master Good Neighbor Agreement #16-GN-11092000-021. The CFDA for this agreement is 10.691.

**Title:**

**Good Neighbor Supplemental Project Agreement for Water Quality Monitoring**

**Authorized Activities:** Authorized forest, rangeland, and watershed restoration services include activities to treat insect and disease infected trees; activities to reduce hazardous fuels; and any other activities to restore or improve forest, rangeland, and watershed health, including fish, and wildlife habit.

The Good Neighbor Authority excludes construction, reconstruction, repair, or restoration of paved or permanent roads or parking areas, except for reconstruction, repair or restoration of a National Forest System road that is necessary to carry out authorized restoration services under this agreement. Any such roads reconstructed, repaired or restored that were previously identified as not needed according to 36 CFR 212.5(b)(2) must be decommissioned according to the travel management plan no later than 3 years after completion of the applicable authorized restoration project. Construction, alteration, repair, or replacement of public buildings or works is not authorized. Projects are not authorized in wilderness areas, wilderness study areas, and lands where removal of vegetation is prohibited or restricted by an Act of Congress or Presidential proclamation.



## I. GENERAL PROJECT DESCRIPTION

*Description of the activities proposed under this SPA. These activities must be within the authorized forest, rangeland, and watershed restoration services as outlined in Section II, Good Neighbor Objectives in the Master Good Neighbor Agreement.*

In consideration of the above premises, the parties agree as follows:

## II. RESPONSIBILITIES:

### A. The Cooperator shall:

1. Collaborate with the Forest Service in development of the Statement of Work (SOW) as described in C1 below.
2. Perform the activities described in the SOW, attached as Appendix A, the Financial Plan, attached as Appendix B, or other applicable appendixes if attached. As appropriate, work will comply with requirements of the National Environmental Policy Act (NEPA) decision as well as provided or approved silvicultural prescriptions and timber marking guides. The Cooperator shall utilize the information provided by the Forest Service to comply with Federal regulations including the protection of federal resources, permitted uses and forest product accountability.
3. FINANCIAL STATUS REPORTING. A Federal Financial Report, form SF-425 (and Federal Financial Report Attachment, SF-425A, if required for reporting multiple awards), must be submitted annually. These reports are due 30 days after the reporting period ending June 30. The final SF-425 (and SF-425A, if applicable) must be submitted either with the final payment request or no later than 90 days from the expiration date of the Good Neighbor Agreement. These forms may be found at [www.whitehouse.gov/omb/grants\\_forms](http://www.whitehouse.gov/omb/grants_forms).
4. INDIRECT COST RATE. The indirect cost rate at the time of execution of this SPA is 17.06%.
5. ELECTION OF DE MINIMIS INDIRECT RATE. The Cooperator has elected to use the *de minimis* indirect cost rate of 10% of modified total direct costs (MTDC) as allowed under 2 CFR 200.414 (f). This rate must be used consistently for all Federal awards until such time as the Cooperator chooses to negotiate for a rate, which they may apply to do at any time. If a new rate is negotiated and utilized the *de minimis* rate can no longer be utilized.

**B. The U.S. Forest Service shall:**

1. Collaborate with the Cooperator in development of the SOW as described in C1 below.
2. Perform the activities described in the SOW, attached as Appendix A, the Financial Plan, attached as Appendix B, and any other attached appendices if attached. The Forest Service must be involved in the development and implementation of any work performed on NFS lands.
3. Complete all necessary NEPA requirements. Any decision required to be made under NEPA with respect to any authorized restoration services to be provided under this agreement on NFS lands shall not be delegated to the Cooperator.
4. Provide information to the Cooperator, such as NEPA mitigation or requirements; silviculture prescriptions and marking guides; and locations of protected resources as necessary to comply with federal law, regulation, and policy.
5. Ensure appropriate boundary line determination and designation is completed prior to implementation of project activities.
6. *List additional provisions regarding the roles and responsibilities necessary to complete the project.*

**C. It Is Mutually Understood and Agreed By And Between The Parties That:**

1. JOINT STATEMENT OF WORK (SOW). Both parties will collaborate in the development of an SOW, which will be incorporated and made a part of this agreement. At a minimum, the SOW must clearly provide a plan of operations and quality control for project work, identify activities to be performed, and the responsible party. The funding for those activities will correspond to and be reflected in the financial plan. A timeline for the work activities should be included to serve as a monitoring tool for both parties, and to help ensure completion of the work within the period of performance of the SOW. The work described in the SOW must reflect the activities approved in the applicable NEPA document and any mitigation activities identified therein.
2. AVAILABILITY FOR CONSULTATION. Both parties will make themselves available at mutually agreeable times, for continuing consultation to discuss the conditions covered by this agreement and agree to actions essential to fulfill its purposes.
3. ADVANCE AND REIMBURSABLE PAYMENTS. Advance and reimbursable payments are approved under this SPA. The U.S. Forest Service shall reimburse the Cooperator for the Forest Service's share of actual expenses incurred, not to exceed



\$10,000.00 as shown in the Financial Plan. Only costs for those project activities approved in (1) the initial agreement, or (2) modifications thereto, are allowable. Requests for payment must be submitted on Standard Form 270 (SF-270), Request for Advance or Reimbursement, and must be submitted no more than monthly. In order to approve a Request for Advance Payment or Reimbursement, the Forest Service shall review such requests to ensure advances or payments for reimbursement are in compliance and otherwise consistent with OMB, USDA, and Forest Service regulations.

Advance payments must not exceed the minimum amount needed or no more than is needed for a 30-day period, whichever is less. If the Cooperator receives an advance payment and subsequently requests an advance or reimbursement payment, then the request must clearly demonstrate that the previously advanced funds have been fully expended before the Forest Service can approve the request for payment. Any funds advanced, but not spent, upon expiration of this agreement must be returned to the Forest Service.

The Program Manager reserves the right to request additional information prior to approving a payment:

The invoice must be sent by one of three methods (email is preferred):

EMAIL: [asc\\_ga@fs.fed.us](mailto:asc_ga@fs.fed.us)

FAX: 877-687-4894

POSTAL: USDA Forest Service  
Albuquerque Service Center  
Payments – Grants & Agreements  
101B Sun Ave NE  
Albuquerque, NM 87109

Send a copy to: FS PROGRAM MANAGER

4. NON-FEDERAL STATUS FOR COOPERATOR PARTICIPANT LIABILITY. The Cooperator agree(s) that any of their employees, volunteers, sub-recipients, contractors, and participants shall not be deemed to be Federal employees for any purposes including Chapter 171 of Title 28, United States Code (Federal Tort Claims Act) and Chapter 81 of Title 5, United States Code (OWCP), as the Cooperator hereby willingly agrees to assume these responsibilities to the extent allowed by state law.

Further, the Cooperator shall provide any necessary training to their employees, volunteers, sub-recipients, contractors, and participants to ensure that such personnel are capable of performing tasks to be completed. The Cooperator shall also supervise and direct the work of its employees, volunteers, and participants



performing under this SPA.

5. CONTRACT REQUIREMENTS. When procuring property and services under this Master Agreement, the Cooperator must follow the same policies and procedures it uses for procurements from its non-Federal funds, as described in 2 CFR 200.317.
6. MODIFICATIONS. Modifications within the scope of this agreement must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 30 days prior to implementation of the requested change. The U.S. Forest Service is not obligated to fund any changes not properly approved in advance.
7. PROGRAM PERFORMANCE REPORTS. The parties to this agreement shall monitor the performance of activities described in the SOW to ensure that performance goals are being achieved.

Performance reports shall contain information on the following:

- A comparison of actual accomplishments to the goals established for the period. the output of the project can be readily expressed in numbers, a computation of the cost per unit of output, if applicable,
- Reason(s) for delay if established goals were not met,
- *Additional language may be added which outlines specific report requirements.*

The Cooperator shall submit annual performance reports. These reports are due (30/90) days after the reporting period. The final performance report shall be submitted either with the Cooperator's final payment request, or separately, but not later than 90 days from the expiration date of this SPA.

8. COORDINATION OF LAW ENFORCEMENT. Either party to this agreement shall provide to the other party, any and all reports of violations of law cited within the project area or otherwise associated with the activities of the agreement.
9. USE OF GOVERNMENT OWNED VEHICLES. U.S. Forest Service vehicles may be used by the Cooperator employees or Cooperator participants for official U.S. Forest Service business only accordance with FSH 7109.19, chapter 60, the requirements established by the region in which performance of this agreement takes place, and the terms of this agreement.
10. FUNDING EQUIPMENT. Federal funding under this agreement is not available for reimbursement of the Cooperator's purchase of equipment and supplies. Equipment is defined as having a fair market value of \$5,000 or more per unit and a useful life of over 1 year.



11. AGREEMENT CLOSE-OUT. Within 90 days after expiration or notice of termination the parties shall close out this SPA.

Any unobligated balance of cash advanced to the Cooperator or unexpended program income must be immediately refunded to the U.S. Forest Service, including any interest earned in accordance with 2 CFR 200.343.

Within a maximum of 90 days following the date of expiration or termination of this SPA, all financial performance and related reports required by the terms of the agreement must be submitted to the U.S. Forest Service by the Cooperator.

If this SPA is closed out without audit, the U.S. Forest Service reserves the right to disallow and recover an appropriate amount after fully considering any recommended disallowances resulting from an audit which may be conducted later.

12. TERMINATION BY MUTUAL AGREEMENT. This SPA may be terminated, in whole or part, as follows:

1. When the U.S. Forest Service and the Cooperator agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated.
2. By 30 days written notification by either party setting forth the reasons for termination, effective date, and in the case of partial termination, the portion to be terminated. If the U.S. Forest Service decides that the remaining portion of the SPA will not accomplish the purposes for which the agreement was made, the U.S. Forest Service may terminate this SPA in its entirety.

Upon termination of an agreement, the Cooperator shall not incur any new obligations for the terminated portion of this SPA after the effective date, and shall cancel as many outstanding obligations as possible. The U.S. Forest Service shall allow full credit to the Cooperator for the U.S. Forest Service share that cannot be cancelled and were properly incurred by the Cooperator up to the effective date of the termination. Excess funds must be refunded within 60 days after the effective date of termination.

13. *Add Conditional Provision(s) As Necessary.*

### III. CONTACTS & TIME LIMITS:

- A. PRINCIPAL CONTACTS. Individuals listed below are authorized to act in their respective areas for matters related to this agreement.

Principal Cooperator Contacts:



Cooperator Program Contact	Cooperator Administrative Contact
Name: James Kellogg Address: 1 National Life Drive, Main 2 City, State, Zip: Montpelier, VT 05602-3522 Telephone: 802-490-6146 FAX: 802-828-1544 Email: <a href="mailto:Jim.Kellogg@vermont.gov">Jim.Kellogg@vermont.gov</a>	Name: Lindsay Carey Address: 1 National Life Drive, Main 2 City, State, Zip: Montpelier, VT 05602-3520 Telephone: 802-477-3349 Email: <a href="mailto:Lindsay.Carey@vermont.gov">Lindsay.Carey@vermont.gov</a>

**Principal U.S. Forest Service Contacts:**

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Name: Angelica Quintana Address: 231 N Main St City, State, Zip: Rutland, VT 05701 Telephone: (802) 747-6742 Email: <a href="mailto:angelica.quintana@usda.gov">angelica.quintana@usda.gov</a>	Name: Troy Ash Address: 4 Farm Colony Drive City, State, Zip: Warren, PA 16365 Telephone: (814) 728-6167 Email: <a href="mailto:troy.t.ash@usda.gov">troy.t.ash@usda.gov</a>

- B. **PERIOD OF PERFORMANCE.** This SPA is executed as of the date of the Forest Service signatory official signature.  
 The start date of this award is the date of the Forest Service signatory official signature.  
 The end date, or expiration date is **05/31/2021**. This instrument may be extended by a properly executed modification.
- C. *Incorporate any other relevant information, if any.*

**IV. APPROVAL**

- A. **AUTHORIZED REPRESENTATIVES.** By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement. In witness whereof, the parties hereto have executed this agreement as of the last date written below.

E-SIGNED by Emily Boedecker  
on 2019-10-03 20:15:16 GMT

October 03, 2019

\_\_\_\_\_  
EMILY BOEDECKER, Commissioner  
Vermont Department of Environmental Conservation

\_\_\_\_\_  
Date

\_\_\_\_\_  
JOHN A. SINCLAIR, Forest Supervisor

\_\_\_\_\_  
Date



U.S. Forest Service, Green Mountain and Finger  
Lakes National Forests

The authority and format of this SPA has been reviewed and approved for signature.

TROY F. ASH

U.S. Forest Service Grants Management Specialist

10/1/2019

Date

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0239. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.





**APPENDIX A**  
**SCOPE OF WORK**

**The Cooperator Shall:**

1. Analyze water samples at 10 previously monitored wilderness AQV sites. The samples will be analyzed by the Vermont Agricultural and Environmental. Provide a brief report with the findings and any recommendations to improve water quality by February 28, 2019 (draft fall plus summer results). Provide a final report for summer and fall 2019 and spring 2020 samples by October 30, 2020.

- Analyze the samples for:

Parameter	Method/Equipment
pH, lab (stirred)	ATI Orion PerphecT model 330 Log R meter, Orion PerphecT electrode
Gran alkalinity	Titration with 0.020 N H <sub>2</sub> SO <sub>4</sub> to pH 3.5, with a minimum of 10 points used for the Gran plot calculation
Alkalinity	Potentiometric titration with 0.020 N H <sub>2</sub> SO <sub>4</sub> to 4.5 pH or 4.2 if alkalinity is less than 20 mg/L CaCO <sub>3</sub>
Conductivity	YSI model 3200
Chloride, Sulfate, Nitrate	Dionex Ion Chromatograph DX 320
Calcium, Magnesium, Sodium, Potassium, Aluminum	Thermo-Scientific XII Series ICP-MS
Silica	Colorimetric, automated, molybdate blue method using Lachat Autoanalyzer Quick Chem 8000
Apparent Color	Apparent color is unfiltered and measured with an Orbeco-Hellige Model 611-A Aqua Tester.
Phosphorus, Total	Persulfate digestion Lachat Quik Chem 8000
Nitrogen, Total persulfate	Lachat Quik Chem 8000

- Analyze the west branch Deerfield site for inorganic monomeric aluminum
  - Analyze spring AQV samples for DOC and calculate the Base Cation Surplus.
2. Collect and analyze ambient biomonitoring water samples at Bully Brook, upper and lower sites, and provide a brief report summarizing the results by June 30, 2021.
  3. Analyze ambient biomonitoring water samples at Hancock Branch (UWR), Robbins Branch (UWR), Bingo Brook (sentinel) sites, and provide a brief report summarizing the results by June 30, 2021.

**The Forest Service Shall:**

1. Collect water samples at 10 wilderness sites in fall of 2019, and spring 2020, and deliver to VAEL Laboratory in Ripton, VT. Use the following protocols and field analytical methods:

Parameter	Method/Equipment
pH, field	Hanna meter (model HI 9025) with temperature compensation
Conductivity, field	YSI model 30
Temperature	YSI model 30

- collect a sample at the west branch Deerfield site for inorganic monomeric aluminum.
- collect samples to analyze for DOC for spring samples.



**APPENDIX B**  
**FINANCIAL PLAN**

Budget breakdown

Preferred format FS-1500-17

May use other format

Attachment: EXHIBIT A

USFS Agreement No.: 20-GN-11092000-001  
Cooperator Agreement No.:

Mod. No.:

**Note: This Financial Plan may be used when:**  
**(1) No program income is expected and**  
**(2) The Cooperator is not giving cash to the FS and**  
**(3) There is no other Federal funding**

**Agreements Financial Plan (Short Form)**

**Financial Plan Matrix:** Note: All columns may not be used. Use depends on source and type of contribution(s).

COST ELEMENTS	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS		(e) Total
	(a) Noncash	(b) Cash to Cooperator	(c) Noncash	(d) In-Kind	
Direct Costs					
Salaries/Labor	\$0.00	\$4,020.00	\$0.00	\$0.00	\$4,020.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies/Materials	\$0.00	\$4,620.00	\$0.00	\$0.00	\$4,620.00
Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$895.00	\$0.00	\$0.00	\$895.00
Other					\$0.00
Subtotal	\$0.00	\$9,535.00	\$0.00	\$0.00	\$9,535.00
Coop Indirect Costs		\$465.00	\$0.00		\$465.00
FS Overhead Costs	\$0.00				\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>
<b>Total Project Value:</b>					<b>\$10,000.00</b>

Matching Costs Determination	
Total Forest Service Share = (a+b) ÷ (e) = (f)	(f) 100.00%
Total Cooperator Share (c+d) ÷ (e) = (g)	(g) 0.00%
Total (f+g) = (h)	(h) 100.00%



## WORKSHEET FOR

# FS Non-Cash Contribution Cost Analysis, Column (a)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g.  $\text{cost/day} \times \# \text{ of days} = \text{total}$ , where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by  $\text{cost/day} \times \# \text{ of days}$ , costs may be calculated simply by a contracted value that is not dependent on days worked, such as  $1 \text{ employee} \times \$1,200/\text{contract} = \$1,200$ . Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor					
Standard Calculation					
Job Description		Cost/Day	# of Days		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

**Non-Standard Calculation**

<b>Total Salaries/Labor</b>	<b>\$0.00</b>
-----------------------------	---------------

Travel					
Standard Calculation					
Travel Expense	Employees	Cost/Trip	# of Trips		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

**Non-Standard Calculation**

<b>Total Travel</b>	<b>\$0.00</b>
---------------------	---------------

Equipment					
Standard Calculation					
Piece of Equipment	# of Units	Cost/Day	# of Days		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00

**Non-Standard Calculation**

<b>Total Equipment</b>	<b>\$0.00</b>
------------------------	---------------

<b>Supplies/Materials</b>			
<b>Standard Calculation</b>			
Supplies/Materials	# of Items	Cost/Item	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Supplies/Materials</b>	<b>\$0.00</b>
---------------------------------	---------------

<b>Printing</b>			
<b>Standard Calculation</b>			
Paper Material	# of Units	Cost/Unit	Total
			\$0.00

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Printing</b>	<b>\$0.00</b>
-----------------------	---------------

<b>Other Expenses</b>			
<b>Standard Calculation</b>			
Item	# of Units	Cost/Unit	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Other</b>	<b>\$0.00</b>
--------------------	---------------

<b>Subtotal Direct Costs</b>	<b>\$0.00</b>
------------------------------	---------------

<b>Forest Service Overhead Costs</b>			
Current Overhead Rate	Subtotal Direct Costs	Total	
	\$0.00		\$0.00
<b>Total FS Overhead Costs</b>			<b>\$0.00</b>

<b>TOTAL COST</b>	<b>\$0.00</b>
-------------------	---------------

## WORKSHEET FOR

# FS Cash to the Cooperator Cost Analysis, Column (b)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix.  
 NOTE: This worksheet auto populates the relevant and applicable matrix cells.

or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract= \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor				
Standard Calculation				
Job Description		Cost/Day	# of Days	Total
Env Scient IV AC General		\$467.00	4.00	\$1,868.00
Env Scient IV AC General		\$276.00	4.00	\$1,104.00
Environ Tech III AC: Admin		\$262.00	4.00	\$1,048.00

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Salaries/Labor</b>	<b>\$4,020.00</b>
-----------------------------	-------------------

Travel				
Standard Calculation				
Travel Expense	Employees	Cost/Trip	# of Trips	Total

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Travel</b>	<b>\$0.00</b>
---------------------	---------------

Equipment				
Standard Calculation				
Piece of Equipment	# of Units	Cost/Day	# of Days	Total
				\$0.00
				\$0.00

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Equipment</b>	<b>\$0.00</b>
------------------------	---------------

Supplies/Materials				
Standard Calculation				
Supplies/Materials		# of Items	Cost/Item	Total
Lab Fee - AQV Samples Analyzed @ VAEL		180	20.00	\$3,600.00
Lab Fee - ABN Samples Analyzed @ VAEL		51	20.00	\$1,020.00

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Supplies/Materials</b>	<b>\$4,620.00</b>
---------------------------------	-------------------

Printing				
Standard Calculation				
Paper Material		# of Units	Cost/Unit	Total

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Printing</b>	<b>\$0.00</b>
-----------------------	---------------

Other Expenses				
Standard Calculation				
Item		# of Units	Cost/Unit	Total
DEC Cost Allocation Plan				\$836.00
BGS Property Management				\$59.00

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Other</b>	<b>\$895.00</b>
--------------------	-----------------

<b>Subtotal Direct Costs</b>	<b>\$9,535.00</b>
------------------------------	-------------------

<b>Cooperator Indirect Costs</b>
----------------------------------

Current Overhead Rate	Total Direct Costs		Total
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Current Overhead Rate	Direct Salaries and Wages		Total
17.06%	\$2,728.00		\$465.00

<b>Total Coop. Indirect Costs</b>	<b>\$465.00</b>
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<b>TOTAL COST</b>	<b>\$10,000.00</b>
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## WORKSHEET FOR

### Cooperator Non-Cash Contribution Cost Analysis, Column (c)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix.  
 NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract=\$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor				
Standard Calculation				
Job Description		Cost/Day	# of Days	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

**Non-Standard Calculation**

**Total Salaries/Labor** \$0.00

Travel				
Standard Calculation				
Travel Expense	Employees	Cost/Trip	# of Trips	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

**Non-Standard Calculation**

**Total Travel** \$0.00

Equipment				
Standard Calculation				
Piece of Equipment	# of Units	Cost/Day	# of Days	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

**Non-Standard Calculation**

<b>Total Equipment</b>		<b>\$0.00</b>
------------------------	--	---------------

<b>Supplies/Materials</b>
---------------------------

<b>Standard Calculation</b>			
Supplies/Materials	# of Items	Cost/Item	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00

<b>Non-Standard Calculation</b>	
---------------------------------	--

<b>Total Supplies/Materials</b>	<b>\$0.00</b>
---------------------------------	---------------

<b>Printing</b>
-----------------

<b>Standard Calculation</b>			
Paper Material	# of Units	Cost/Unit	Total
			\$0.00

<b>Non-Standard Calculation</b>	
---------------------------------	--

	\$0.00
--	--------

<b>Total Printing</b>	<b>\$0.00</b>
-----------------------	---------------

<b>Other Expenses</b>
-----------------------

<b>Standard Calculation</b>			
Item	# of Units	Cost/Unit	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00

<b>Non-Standard Calculation</b>	
---------------------------------	--

<b>Total Other</b>	<b>\$0.00</b>
--------------------	---------------

<b>Subtotal Direct Costs</b>	<b>\$0.00</b>
------------------------------	---------------

<b>Cooperator Indirect Costs</b>
----------------------------------

Current Overhead Rate	Subtotal Direct Costs		Total
	\$0.00		\$0.00

<b>Total Coop. Indirect Costs</b>	<b>\$0.00</b>
-----------------------------------	---------------

<b>TOTAL COST</b>	<b>\$0.00</b>
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## WORKSHEET FOR

### Cooperator In-Kind Contribution Cost Analysis, Column (d)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix.  
 NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract= \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor				
Standard Calculation				
Job Description		Cost/Day	# of Days	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Salaries/Labor</b>	<b>\$0.00</b>
-----------------------------	---------------

Travel				
Standard Calculation				
Travel Expense	Employees	Cost/Trip	# of Trips	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Travel</b>	<b>\$0.00</b>
---------------------	---------------

Equipment				
Standard Calculation				
Piece of Equipment	# of Units	Cost/Day	# of Days	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

**Non-Standard Calculation**

**Total Equipment** **\$0.00**

**Supplies/Materials**

**Standard Calculation**

Supplies/Materials	# of Items	Cost/Item	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00

**Non-Standard Calculation**

**Total Supplies/Materials** **\$0.00**

**Printing**

**Standard Calculation**

Paper Material	# of Units	Cost/Unit	Total
			\$0.00

**Non-Standard Calculation**

**Total Printing** **\$0.00**

**Other Expenses**

**Standard Calculation**

Item	# of Units	Cost/Unit	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00

**Non-Standard Calculation**

**Total Other** **\$0.00**

**Subtotal Direct Costs** **\$0.00**

**TOTAL COST** **\$0.00**