



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee members  
From: Daniel Dickerson, Fiscal Analyst *DD*  
Date: September 22, 2017  
Subject: Grant Request #2896 – 2899

Enclosed please find four (4) items, including two (2) limited-service positions, which the Joint Fiscal Office has received from the administration.

**JFO #2896** – \$198,000 from the VT Housing and Conservation Board to the VT Dept. of Fish & Wildlife. The funds will be used to acquire a 50-acre parcel in the town of Benson adjacent to the Pond Woods Wildlife Management Area and abutting Sunset Lake. The grant funds will be combined with \$172,000 in federal funding to achieve the total \$370,000 cost of the land (including legal fees and survey work). The Department would be responsible for the costs of future PILOT, kiosks and signage.

*[JFO received 9/8/17]*

**JFO #2897** – \$50,000 from the VT Housing and Conservation Board to the VT Dept. of Fish & Wildlife. The funds will be used to acquire a 281.4-acre parcel in the town of Fair Haven adjacent to the Green Mountain Conservation Camp. A new wildlife management area would be created in association with the camp. The grant funds will be combined with funding from multiple special fund sources within the Department to achieve the total \$235,000 cost (including legal fees and survey work). The Department would be responsible for the costs of future PILOT, kiosks and signage.

*[JFO received 9/12/17]*

**JFO #2898** – \$41,550 from the U.S. Forest Service to the VT Dept. of Forests, Parks and Recreation. **One (1) limited-service position is associated with this request.** The funds will be used to hire a position titled Forester I in a limited-service capacity to fulfill increasing land management demands in Southern Vermont. The position would collaborate closely with U.S. Forest Service staff. The federal grant will cover 50% of the position costs and the State would be required to fund the remaining 50%. The Department intends to utilize Land and Facilities Trust Fund dollars to cover the match. The position would be funded by federal dollars through 9/30/2019.

*[JFO received 9/20/17]*

**JFO #2899** – \$190,000 from the U.S. Geological Survey and the U.S. Environmental Protection Agency to the VT Dept. of Environmental Conservation. The funds would be used to

improve the collection and interpretation of water use data to facilitate future water delivery infrastructure replacement in order to reduce the risks of delivery interruption from drought, contamination and other hazards. **One (1) limited-service position is associated with this request.** The funding would allow the Department to hire an Environmental Scientist III in a limited-service capacity to develop GIS and 3-D subsurface datasets and improve the listing of well locations in the Well Driller database, among other related duties. The grant funding would run through 9/30/2019, and no State match would be required.

*[JFO received 9/20/17]*

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 October 6, 2017 we will assume that you agree to consider as final the Governor's acceptance of these requests.

**RECEIVED**

SEP 20 2017

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

**JOINT FISCAL OFFICE**



9/18/17

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

Agency of Administration

JFO 2899

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

<b>Grant Summary:</b>		Provides support to collect water use data to apply to ground water protection and management.			
<b>Date:</b>		8/28/2017			
<b>Department:</b>		Department of Environmental Conservation			
<b>Legal Title of Grant:</b>		2017 Water Use Data and Research Program			
<b>Federal Catalog #:</b>		15.981			
<b>Grant/Donor Name and Address:</b>		US Geological Survey, Water Use Data and Research Grant, USGS National Grants Branch, 205 National Center, 12201 Sunrise Valley Drive, Reston, VA 20192			
<b>Grant Period:</b>		<b>From:</b>	<b>To:</b>		
		9/15/2017	9/14/2019		
<b>Grant/Donation</b>		\$190,000			
		<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>
<b>Grant Amount:</b>		\$95,000	\$95,000	\$	\$190,000
<b>Comments</b>					
\$100K - (USGS), \$90K - (DWSRF) Drinking Water State Revolving Fund					
<b>Position Information:</b>		<b># Positions</b>	<b>Explanation/Comments</b>		
		1			
<b>Additional Comments:</b>		Collected data will also be contributed to the National Water Use and Assessment Program at the US Geological Survey.			
<b>Department of Finance &amp; Management</b>					(Initial)
<b>Secretary of Administration</b>					(Initial)
<b>Sent To Joint Fiscal Office</b>		9/18/17			<b>Date</b>





**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: Suzanne Young

Through: Julie Moore

From: Rebecca Ellis, Deputy Commissioner, DEC

Date: August 7, 2017

Re: Attached AA-1 Form

*for*

*Rebecca Ellis*

Attached please find an AA-1 form. This form requests permission to expend grants that were recently awarded to the Agency of Natural Resources, Department of Environmental Conservation (DEC). This grant is a project that will improve availability, quality, compatibility and delivery of water use data; apply data to groundwater protection and management, including drought. The data will also be contributed to the National Water Use and Assessment Program at the US Geological Survey which provides information to support public policy,

***Explanation of the Project***

A top priority for the Geology Division is to build framework data for future or replacement public water supplies, avoidance and/or mitigation of groundwater contamination and drought. Data is geographic, geologic, and hydrogeologic in nature and solutions are facilitated by GIS data development and 3D subsurface interpretation. With issues of PFOA groundwater contamination in Bennington and elsewhere, plus the drought that impacted Vermont in 2016, it is important to build the science base for groundwater studies. However, with one staffer working on the groundwater contamination issue in Bennington, the capacity of the Division to conduct groundwater work is tremendously strained. The grant allows us to have staff required to conduct critical water resources work.

AUG 08 2017

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

**BASIC GRANT INFORMATION**

<b>1. Agency:</b>	Agency of Natural Resources		
<b>2. Department:</b>	Department of Environmental Conservation		
<b>3. Program:</b>	Geology Division		
<b>4. Legal Title of Grant:</b>	2017 Water Use Data and Research Grant		
<b>5. Federal Catalog #:</b>	15.981		
<b>6. Grant/Donor Name and Address:</b>	US Geological Survey, Water Use Data and Research Program		
<b>7. Grant Period:</b>	<b>From:</b>	9/15/2017	<b>To:</b> 9/14/2019
<b>8. Purpose of Grant:</b>	<p>Improve availability, quality, compatibility and delivery of water use data; apply data to groundwater protection and management, including drought. One key element is to improve well locations in the well driller database which will improve the ability to analyze water quantity and quality issues. The data will also be contributed to the National Water Use and Assessment Program at the US Geological Survey which provides information to support public policy, specifically data for water withdrawals and use which establish local water budgets.</p>		
<b>9. Impact on existing program if grant is not Accepted:</b>	<p>A top priority for the Geology Division is to build framework data for future or replacement public water supplies, avoidance and/or mitigation of groundwater contamination and drought. Data is geographic, geologic, and hydrogeologic in nature and solutions are facilitated by GIS data development and 3D subsurface interpretation. With issues of PFOA groundwater contamination in Bennington and elsewhere, plus the drought that impacted Vermont in 2016, it is important to build the science base for groundwater studies. However, with one staffer working on the groundwater contamination issue in Bennington, the capacity of the Division to conduct groundwater work is tremendously strained. The grant allows us to have staff required to conduct critical water resources work.</p>		

**10. BUDGET INFORMATION**

	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Comments</b>
	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY</b>	
<b>Expenditures:</b>				
Personal Services	\$57,000	\$57,000	\$	
Operating Expenses	\$38,000	\$38,000	\$	
Grants	\$0	\$0	\$	
<b>Total</b>	<b>\$95,000</b>	<b>\$95,000</b>	<b>\$0</b>	
<b>Revenues:</b>				
State Funds:	\$0	\$0	\$0	
Cash	\$0	\$0	\$0	
In-Kind	\$0	\$0	\$	
Federal Funds:	\$95,000	\$95,000	\$	USGS- 100K DWSRF 90,000
(Direct Costs)	\$83,708	\$83,708	\$	
(Statewide Indirect)	\$0	\$0	\$	
(Departmental Indirect)	\$11,292	\$11,292	\$	19.81%- FY18
Other Funds:	\$0	\$	\$	

AUG 08 2017

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

Grant (source )	\$	\$	\$
<b>Total</b>	\$95,000	\$95,000	\$

<b>Appropriation No:</b>	6140020000	<b>Amount:</b>	\$100,000
	6140040000		\$90,000
			\$
			\$
			\$
			\$
			\$
		<b>Total</b>	\$190,000

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

**PERSONAL SERVICE INFORMATION**

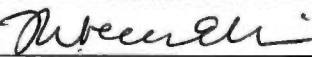

**11. Will monies from this grant be used to fund one or more Personal Service Contracts?**  Yes  No  
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

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

<b>12. Limited Service Position Information:</b>	<b># Positions</b>	<b>Title</b>
	1	Environmental Scientist III
<b>Total Positions</b>	1	

**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: 8/7/2017
	Title: Deputy Commissioner	
	Signature: 	Date: 8/7/17
	Title: Secretary	

**14. SECRETARY OF ADMINISTRATION**

Approved: \_\_\_\_\_ (Secretary or designee signature) Date: 9/14/17

**15. ACTION BY GOVERNOR**

Check One Box: Accepted  
 Rejected  
 \_\_\_\_\_ (Governor's signature) Date: 9/15/17

**16. DOCUMENTATION REQUIRED**

**Required GRANT Documentation**

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

<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	

**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).

**STATE OF VERMONT  
Joint Fiscal Committee Review  
Limited Service - Grant Funded  
Position Request Form**

This form is to be used by agencies and departments when additional grant funded positions are being requested. Review and approval by the Department of Human Resources must be obtained prior to review by the Department of Finance and Management. The Department of Finance will forward requests to the Joint Fiscal Office for JFC review. A Request for Classification Review Form (RFR) and an updated organizational chart showing to whom the new position(s) would report must be attached to this form. Please attach additional pages as necessary to provide enough detail.

Agency/Department: Agency of Natural Resources/Dept of Environmental Conservati Date: 08/30/2017

Name and Phone (of the person completing this request): Tracy LaFrance 498-7074

Request is for:

- Positions funded and attached to a new grant.
- Positions funded and attached to an existing grant approved by JFO # \_\_\_\_\_

1. Name of Granting Agency, Title of Grant, Grant Funding Detail (attach grant documents):

US Geological Survey, Water Use Data and Research Program  
2017 Water Use Data and Research Grant  
Improve availability, quality, compatibility and delivery of water use data; apply data to groundwater(Grant Attached)

2. List below titles, number of positions in each title, program area, and limited service end date (information should be based on grant award and should match information provided on the RFR) position(s) will be established only after JFC final approval:

<u>Title* of Position(s) Requested</u>	<u># of Positions</u>	<u>Division/Program</u>	<u>Grant Funding Period/Anticipated End Date</u>
Environmental Scientist III	1	Geology	09/30/2019

\*Final determination of title and pay grade to be made by the Department of Human Resources Classification Division upon submission and review of Request for Classification Review.

3. Justification for this request as an essential grant program need:

A top priority for the Geology Division is to build framework data for future or replacement public water supplies, avoidance and/or mitigation of groundwater contamination and drought. Data is geographic, geologic, and hydrogeologic in nature and solutions are facilitated by GIS data development and 3D subsurface interpretation.

I certify that this information is correct and that necessary funding, space and equipment for the above position(s) are available (required by 32 VSA Sec. 5(b)).

Tracy LaFrance \_\_\_\_\_ Date: 9/21/17  
Signature of Agency or Department Head

Tracy LaFrance for MOP \_\_\_\_\_ Date: 9/7/17  
Approved/Denied by Department of Human Resources

[Signature] \_\_\_\_\_ Date: 9/12/17  
Approved/Denied by Finance and Management

[Signature] \_\_\_\_\_ Date: 9/12/17  
Approved/Denied by Secretary of Administration

Comments:




# Grant and Cooperative Agreement

CHOOSE ONE:

- COOPERATIVE AGREEMENT  
 GRANT

CHOOSE ONE:  EDUCATION  FACILITIES  RESEARCH  SDCR  TRAINING

1. GRANT/COOPERATIVE AGREEMENT NUMBER G17AC00315		2. SUPPLEMENT NUMBER		3. EFFECTIVE DATE 09/15/2017		4. COMPLETION DATE 09/14/2019			
5. ISSUED TO NAME/ADDRESS OF RECIPIENT (No., Street, City/County, State, Zip) ENVIRONMENTAL CONSERVATION, VERMONT Attn: Tracy LaFrance ONE NATIONAL LIFE DRIVE, MAIN 2 MONTPELIER VT 05620-0001				6. ISSUED BY USGS NATIONAL GRANTS BRANCH Mailing Address: 205 NATIONAL CENTER 12201 SUNRISE VALLEY DRIVE RESTON VA 20192					
7. TAXPAYER IDENTIFICATION NO. (TIN)				9. PRINCIPAL INVESTIGATOR/ORGANIZATION'S PROJECT OR PROGRAM MGR. (Name & Phone) Marjorie Gale 802-522-5210 Marjorie.gale@vermont.gov					
8. COMMERCIAL & GOVERNMENT ENTITY (CAGE) NO. 5ZP61									
10. RESEARCH, PROJECT OR PROGRAM TITLE "Proposal to improve the availability, quality and transfer of water use data estimated and collected statewide by the Vermont Department of Environmental Conservation" dated 4/18/17									
11. PURPOSE New Award									
12. PERIOD OF PERFORMANCE (Approximately) 09/15/2017 through 09/14/2019									
13A.		AWARD HISTORY			13B.		FUNDING HISTORY		
PREVIOUS		\$0.00			PREVIOUS		\$0.00		
THIS ACTION		\$100,000.00			THIS ACTION		\$100,000.00		
CASH SHARE		\$0.00			TOTAL		\$100,000.00		
NON-CASH SHARE		\$0.00							
RECIPIENT SHARE		\$12,640.00							
TOTAL		\$100,000.00							
14. ACCOUNTING AND APPROPRIATION DATA 01									
PURCHASE REQUEST NO.		JOB ORDER NO.		AMOUNT		STATUS			
0020129575									
15. POINTS OF CONTACT									
	NAME		MAIL STOP	TELEPHONE		E-MAIL ADDRESS			
TECHNICAL OFFICER	Cheryl Dieter			443-498-5537		cdieter@usgs.gov			
NEGOTIATOR									
ADMINISTRATOR	Sara Roser			703-648-7357		sroser@usgs.gov			
PAYMENTS									
16. THIS AWARD IS MADE UNDER THE AUTHORITY OF: PL 111-11, Section 9508 CFDA 15.981									
17. APPLICABLE STATEMENT(S), IF CHECKED: <input type="checkbox"/> NO CHANGE IS MADE TO EXISTING PROVISIONS <input type="checkbox"/> FDP TERMS AND CONDITIONS AND THE AGENCY-SPECIFIC REQUIREMENTS APPLY TO THIS GRANT				18. APPLICABLE ENCLOSURE(S), IF CHECKED: <input checked="" type="checkbox"/> PROVISIONS <input checked="" type="checkbox"/> SPECIAL CONDITIONS <input checked="" type="checkbox"/> REQUIRED PUBLICATIONS AND REPORTS					
UNITED STATES OF AMERICA				COOPERATIVE AGREEMENT RECIPIENT					
CONTRACTING/GRANT OFFICER Sherri Bredesen		DATE 08/06/2017		AUTHORIZED REPRESENTATIVE 		DATE 8/7/17			

## Grant and Cooperative Agreement

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST	
				UNIT PRICE (E)	AMOUNT (F)
	<p>CFDA Number: 15.981  DUNS Number: 809800303  G17AC000315 Vermont</p> <p>Issuing Office:  U.S. Geological Survey  Office of Acquisition and Grants  12201 Sunrise Valley Drive, MS205  Reston, VA 20192  Sara Roser, Grant Specialist  Phone: (703) 648-7357  Email: sroser@usgs.gov</p> <p>USGS Project Officer:  Cheryl Dieter  U.S. Geological Survey  5522 Research Park Dr.  Baltimore, MD 21228  Telephone: 443-498-5537  E-Mail: cdieter@usgs.gov</p> <p>Primary Investigator:  Marjorie Gale  Vermont State Geologist  Vermont Geological Survey  Department of Environmental Conservation  1 National Life Drive  Montpelier, Vermont 05602  Telephone: 802-522-5210  E-Mail: Marjorie.Gale@vermont.gov</p> <p>Budget Period: 09/15/2017 through 09/14/2019  Total Period of Performance: 09/15/2017 through  09/14/2019  Legacy Doc #: UGS  Delivery Location Code: 0006465917  USGS Associate Director for Water  12201 Sunrise Valley Drive MS 409  Continued ...</p>				

## Grant and Cooperative Agreement

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST	
				UNIT PRICE (E)	AMOUNT (F)
00010	<p>Reston VA 20192 US</p> <p>Account Assignm: K G/L Account: 6100.411C0                      Business Area: G000 Commitment Item: 411C00 Cost                      Center: GGHWCC0000 Functional Area:                      G40200000.J80000 Fund: 178G0804MD Fund Center:                      GGHWCC0000 Project/WBS: GX.17.CC00.G1S30.00 PR                      Acct Assign: 01                      Period of Performance: 09/15/2017 to 09/14/2019</p> <p>New Award                      Obligated Amount: \$100,000.00</p> <p>See Attachment for Terms and Conditions.                      See Terms and Conditions for the Final Technical                      Report Due Date.</p> <p>The total amount of award: \$100,000.00. The                      obligation for this award is \$100,000.00.</p>				100,000.00

	<b>U.S. ENVIRONMENTAL PROTECTION AGENCY</b> <b>Grant Agreement</b>		<b>GRANT NUMBER (FAIN):</b> 99121817 <b>MODIFICATION NUMBER:</b> 0 <b>PROGRAM CODE:</b> FS	<b>DATE OF AWARD</b> 07/26/2017	
			<b>TYPE OF ACTION</b> New		<b>MAILING DATE</b> 08/02/2017
			<b>PAYMENT METHOD:</b> ASAP		<b>ACH#</b> 10114
			<b>RECIPIENT TYPE:</b> State		
<b>RECIPIENT:</b> Vermont D.E.C. 1 National Life Drive Main Building, 2nd Floor Montpelier, VT 05620-3522 EIN: 03-6000274			<b>PAYEE:</b> Vermont D.E.C. 1 National Life Drive Main Building, 2nd Floor Montpelier, VT 05620-3522		
<b>PROJECT MANAGER</b> Eric Blatt 1 National Life Drive Main Building, 2nd Floor Montpelier, VT 05620-3522 E-Mail: Eric.Blatt@vermont.gov Phone: 802-585-4901		<b>EPA PROJECT OFFICER</b> James Bourne 5 Post Office Square, Suite 100, OEP06-2 Boston, MA 02109-3912 E-Mail: Bourne.James@epa.gov Phone: 617-918-1610		<b>EPA GRANT SPECIALIST</b> Julie Ross Grants Management Office, OARM05-5 E-Mail: Ross.Julie@epa.gov Phone: 617-918-1317	
<b>PROJECT TITLE AND DESCRIPTION</b> 2017 Drinking Water State Revolving Fund 2017 This is the 2017 capitalization grant to the State of Vermont to fund drinking water infrastructure projects and associated eligible drinking water activities through the Drinking Water State Revolving Loan Fund Program.					
<b>BUDGET PERIOD</b> 10/01/2017 - 09/30/2024		<b>PROJECT PERIOD</b> 10/01/2017 - 09/30/2024		<b>TOTAL BUDGET PERIOD COST</b> \$9,889,200.00	
				<b>TOTAL PROJECT PERIOD COST</b> \$9,889,200.00	
<b>NOTICE OF AWARD</b>					
Based on your Application dated 05/25/2017 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$8,241,000. EPA agrees to cost-share 83.33% of all approved budget period costs incurred, up to and not exceeding total federal funding of \$8,241,000. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.					
<b>ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)</b>			<b>AWARD APPROVAL OFFICE</b>		
<b>ORGANIZATION / ADDRESS</b> EPA New England 5 Post Office Square, Suite 100 Boston, MA 02109-3912			<b>ORGANIZATION / ADDRESS</b> U.S. EPA, Region 1 5 Post Office Square, Suite 100 Boston, MA 02109-3912		
<b>THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY</b>					
Digital signature applied by EPA Award Official Michael Kenyon - Director, Office of Administration and Resource Management				<b>DATE</b> 07/26/2017	

## EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$	\$ 8,241,000	\$ 8,241,000
EPA In-Kind Amount	\$	\$	\$ 0
Unexpended Prior Year Balance	\$	\$	\$ 0
Other Federal Funds	\$	\$	\$ 0
Recipient Contribution	\$	\$	\$ 0
State Contribution	\$	\$ 1,648,200	\$ 1,648,200
Local Contribution	\$	\$	\$ 0
Other Contribution	\$	\$	\$ 0
Allowable Project Cost	\$ 0	\$ 9,889,200	\$ 9,889,200

Assistance Program (CFDA)	Statutory Authority	Regulatory Authority
66.468 - Safe Drinking Water State Revolving Fund	Safe Drinking Water Act: Sec. 130 Amended 1996 (PL 104-182)	2 CFR 200 2 CFR 1500 40 CFR 33 and 40 CFR 35 Subpart L

Fiscal									
Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
-	17010HG002	17	E3	016	201B81	4109	17DA		5,315,930
-	17010HG002	17	E3	016	201B81	4109	17DD		400,000
-	17010HG002	17	E3	016	201B81	4109	17DE		164,820
-	17010HG002	17	E3	016	201B81	4109	17DF		1,124,100
-	17010HG002	17	E3	016	201B81	4109	17DG		1,236,150
									8,241,000

## Budget Summary Page

Table A - Object Class Category (Non-construction)	Total Approved Allowable Budget Period Cost
1. Personnel	\$1,244,585
2. Fringe Benefits	\$482,276
3. Travel	\$0
4. Equipment	\$0
5. Supplies	\$40,199
6. Contractual	\$418,820
7. Construction	\$0
8. Other	\$7,456,768
9. Total Direct Charges	\$9,642,648
10. Indirect Costs: % Base	\$246,552
11. Total (Share: Recipient 16.67 % Federal 83.33 %.)	\$9,889,200
12. Total Approved Assistance Amount	\$8,241,000
13. Program Income	\$0
14. Total EPA Amount Awarded This Action	\$8,241,000
15. Total EPA Amount Awarded To Date	\$8,241,000

VERMONT DEPARTMENT OF PERSONNEL  
Request for Classification Action  
New or Vacant Positions  
Existing Job Class/Titles ONLY  
Position Description Form C

- **This form is to be used by management to request the allocation of a new position, or reallocation of a vacant position, to an EXISTING class title.**
- Employee requests must be submitted on the separate "Position Description Form A."
- Requests for full classification, to determine the appropriate pay grade for any job class must be submitted on "Position Description Form A."
- This form was designed in Microsoft Word to download and complete on your computer. This is a form-protected document, so information can only be entered in the shaded  areas of the form.
- To move from field to field use your mouse, the arrow keys or press Tab. Each form field has a limited number of characters. Use your mouse or the spacebar to mark and unmark a checkbox.
- Where additional space is needed to respond to a question, you will need to attach a separate page, and number the responses to correspond with the numbers of the questions on the form. Please contact your Personnel Officer if you have difficulty completing the form.
- All sections of this form are required to be completed unless otherwise stated.
- The form must be complete, including required attachments and signatures or it will be returned to the department's personnel office.

**Request for Classification Action  
New or Vacant Positions  
EXISTING Job Class/Title ONLY  
Position Description Form C/Notice of Action  
For Department of Personnel Use Only**

Notice of Action # _____	Date Received (Stamp)
Action Taken: _____	
New Job Title _____	
Current Class Code _____	New Class Code _____
Current Pay Grade _____	New Pay Grade _____
Current Mgt Level _____ B/U _____ OT Cat. _____ EEO Cat. _____ FLSA _____	
New Mgt Level _____ B/U _____ OT Cat. _____ EEO Cat. _____ FLSA _____	
Classification Analyst _____	Date _____ Effective Date: _____
Comments: _____	Date Processed: _____
Willis Rating/Components: Knowledge & Skills: _____ Mental Demands: _____ Accountability: _____ Working Conditions: _____ Total: _____	

**Position Information:**

Incumbent: **Vacant or New Position**

Position Number:  Current Job/Class Title:  *Environmental Scientist III*

Agency/Department/Unit:  ANR/DEC/GEO GUC:  *06140*

Pay Group:  *CC* Work Station:  *Montpelier* Zip Code:  *05420*

Position Type:  Permanent  Limited Service (end date)  *9/15/2019*

Funding Source:  Core  Sponsored  Partnership. For Partnership positions provide the funding breakdown (% General Fund, % Federal, etc.)

Supervisor's Name, Title and Phone Number:  *Marjorie Gale, State Geologist, 802-522-5210*

Check the type of request (new or vacant position) and complete the appropriate section.

**New Position(s):**

a. REQUIRED: Allocation requested: Existing Class Code  Existing Job/Class Title:

b. Position authorized by:



- Joint Fiscal Office – JFO #  Approval Date:
- Legislature – Provide statutory citation (e.g. Act XX, Section XXX(x), XXXX session)
- Other (explain) -- Provide statutory citation if appropriate.

**Vacant Position:**

- a. Position Number:
- b. Date position became vacant:
- c. Current Job/Class Code:  Current Job/Class Title:
- d. REQUIRED: Requested (existing) Job/Class Code:  Requested (existing) Job/Class Title:
- e. Are there any other changes to this position; for example: change of supervisor, GUC, work station? Yes  No  If Yes, please provide detailed information:

**For All Requests:**

1. List the anticipated job duties and expectations; include all major job duties: The duties are primarily scientific and technical work for the Department of Environmental Conservation as an environmental scientist with strong geoscience skills. Duties include 1) collection and analysis of scientific data, 2) evaluation of conceptual plans for scientific investigation and the preparation, 3) execution and evaluation of scientific studies, 4) data development and data entry and 5) . Specifically, the position will work at a professional level to conduct field work, develop databases to report that field work, produce scientifically valid maps in geographic information systems (GIS), integrate and interpret data from multiple datasets in DEC, compile and assess geologic and groundwater information for towns and regions, improve the well locations reported in the Well Driller database (source of data for material types and water table elevations), interpret data and assign aquifer type, revise a 2010 assessment of water use information in MS Access, enter records for snow-making withdrawals, produce groundwater resource maps for towns (flow lines, isopach maps, recharge areas), initiate a process to calculate aquifer capacity, and contribute data to the National Water Use and Assessment Program.

2. Provide a brief justification/explanation of this request: This position will be funded by a new grant received from the US Geological Survey to fund upgrades of water use data in Vermont and in part by the Drinking Water State Revolving Fund to develop groundwater favorability/unfavorability maps and data for future public water supplies. The limited service position is needed to meet the deliverables in the work plan of the new award. With issues of PFOA groundwater contamination in Bennington, plus the drought that impacted Vermont in 2016, it is important to continue to build data to evaluate these issues. With this goal in mind, the Division pursued a competitive Water Use Research Grant through the US Geological Survey and received full funding. The Division does not have the capacity to conduct the work, with one staffer working on contamination issues of PFOA in Bennington and nitrates in Sutton.

A top priority for the Geology Division is to build and make accessible framework data for groundwater resources. The data for future or replacement public water supplies, avoidance and/or mitigation of groundwater contamination and water use are geographic, geologic, and hydrogeologic in nature and solutions are facilitated by GIS data development, GIS processing tools and 3D subsurface interpretation. The position

will locate water wells, determine and assign aquifer codes, revise the water use assessment for Vermont and produce groundwater favorability maps.

3. If the position will be supervisory, please list the names and titles of all classified employees reporting to this position (this information should be identified on the organizational chart as well).

**Personnel Administrator's Section:**

4. If the requested class title is part of a job series or career ladder, will the position be recruited at different levels? Yes  No

5. The name and title of the person who completed this form: Marjorie Gale, State Geologist

6. Who should be contacted if there are questions about this position (provide name and phone number):

Joanna Pallito 490-6238

7. How many other positions are allocated to the requested class title in the department:

8. Will this change (new position added/change to vacant position) affect other positions within the organization? (For example, will this have an impact on the supervisor's management level designation; will duties be shifted within the unit requiring review of other positions; or are there other issues relevant to the classification process.)  No

**Attachments:**

- Organizational charts are **required** and must indicate where the position reports.
- Class specification (optional).
- For new positions, include copies of the language authorizing the position, or any other information that would help us better understand the program, the need for the position, etc.
- Other supporting documentation such as memos regarding department reorganization, or further explanation regarding the need to reallocate a vacancy (if appropriate).

Barbara Morway  
Personnel Administrator's Signature (required)\*

8/29/17  
Date

Marjorie Gale  
Supervisor's Signature (required)\*

8/29/2017  
Date

Joanna Pallito for E.B.  
Appointing Authority or Authorized Representative Signature (required)\*

8/29/17  
Date

DEPARTMENT OF ENVIRONMENTAL CONSERVATION - COMMISSIONER'S OFFICE  
 ORGANIZATIONAL CHART - 8/30/2017

