



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee members  
From: Daniel Dickerson, Fiscal Analyst  
Date: November 29, 2016  
Subject: Grant Request #2861- #2867

Enclosed please find seven (7) items that the Joint Fiscal Office has received from the administration.

**JFO #2861** – \$170,000 grant from the Federal Transit Administration to the Agency of Transportation. The funds will be used to establish a training program for Community Health Center staff so that they may act as mobility managers to help transportation-challenged individuals schedule and attend medical appointments. Approximately \$42,500 in State matching funds would be required, which are included in the Agency's FY17 budget.

*[JFO received 11/28/16]*

**JFO #2862** – \$480,000 grant from Federal Transit Administration to the Agency of Transportation. The grant will be used by the Agency to develop a statewide trip planner to include flexible or demand-driven routes, as well as hail-a-ride and other non-fixed route services, which would be incorporated into mobility applications. Approximately \$120,000 in State matching funds would be required, which are included in the Agency's FY17 budget.

*[JFO received 11/28/16]*

**JFO #2863** – \$13,000 grant from Vermont Birth to Five to the Agency of Education. The funds will be used to hire temporary staff to process license applications for early childhood educators to meet full-licensing requirements under Act 166. The Agency has experienced an unexpectedly high level of Pre-K applicants and the additional staff would help reduce the backlog and meet Act 166 deadlines.

*[JFO received 11/28/16]*

**JFO #2864** – \$30,000 grant from the Trust for Public Land to the Vermont Dept. of Forests, Parks and Recreation. The funds would be used to pay for stewardship planning and improvements to the 2,085 acres that were recently acquired to expand Camel's Hump State Park. The funded activities would include trailhead parking, replacing culverts, developing signage, improving roads and trails, performing natural resource inventories and public involvement events.

*[JFO received 11/28/16]*

**JFO #2865** – \$15,000 grant from the Vermont Ski Areas Association to the Agency of Agriculture, Food and Markets. The funds serve as a donation to support the Working Lands Fund.

The actual grant amount will be between \$15,000 and \$20,000 as stated in the Association's award letter.

[JFO received 11/28/16]

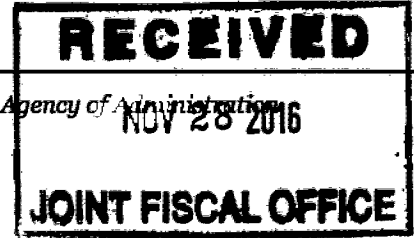
**JFO #2866** – \$10,000 grant from Advocates for Youth to the Agency of Education. The funds would be used to pay for training materials and technical assistance provided to Vermont teachers for the improvement of sexual health education in the State.

[JFO received 11/28/16]

**JFO #2867** – \$100,000 grant from Vermont Technical College (VTC) (as a sub-grant of federal funds) to the Department of Economic Development. The funds will be used to pay for existing staff within the Department to dedicate time to working with employers to identify needed skills in order to create pathways to employment. This sub-grant is part of a \$4 million grant received by VTC from the U.S. Department of Labor under a project titled the *Strengthening Workforce Families Initiative*. The awarded funds will be allocated to the Department in \$25k increments from State FY 2017 through FY 2020.

[JFO received 11/28/16]

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 December 16, 2016 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



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

<b>Grant Summary:</b>	Donation from the Vermont Ski Areas Association to provide more capital to the working lands program for their grants to support local businesses				
<b>Date:</b>	11/18/2016				
<b>Department:</b>	Agency of Agriculture				
<b>Legal Title of Grant:</b>	NA				
<b>Federal Catalog #:</b>	NA				
<b>Grant/Donor Name and Address:</b>	Vermont Ski Areas Association 26 State Street, PO Box 368 Montpelier, VT 05601				
<b>Grant Period:</b>	<b>From:</b> 1/1/2017		<b>To:</b> 12/31/2017		
<b>Grant/Donation</b>	\$15,000				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$15,000	\$	\$	\$	

<b>Position Information:</b>	<b># Positions</b>	<b>Explanation/Comments</b>
	0	

**Additional Comments:** This grant is very simply a donation to support the work fo the Working Lands Fund. The exact amount could be more or less than \$15,000, that is the conservative estimate that Agriculture received from the Ski Areas Association.

**Has Vantage budget detail been reviewed and reconciled?**     Yes     No    (Analyst Initial)

<b>Department of Finance &amp; Management</b>		(Initial)
<b>Secretary of Administration</b>		(Initial)
<b>Sent To Joint Fiscal Office</b>	11/21/16	Date



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



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

BASIC GRANT INFORMATION				
1. Agency:	Agency of Agriculture, Food & Markets			
2. Department:				
3. Program:	Working Lands Enterprise Program			
4. Legal Title of Grant:				
5. Federal Catalog #:				
6. Grant/Donor Name and Address:	Vermont Ski Areas Association 26 State Street, PO Box 368 Montpelier, VT 05601			
7. Grant Period:	From:	1/1/2017	To:	12/31/2017
8. Purpose of Grant:	<p>The Vermont Ski Areas Association ("Ski Vermont") has pledged to contribute the proceeds of their passport program, estimated to total between \$15,000 to \$20,000, to supplement the FY2017 \$594,000 grant budget for the Working Lands Enterprise Program. This is expected to be an annual contribution.</p> <p>These monies will help fund grants to businesses and technical assistance providers. Business grants may be for up to \$50,000, and must display innovation, test a new business model, or address a specific supply chain need. Service Provider grants may be for up to \$75,000 and must demonstrate direct impacts on working lands businesses, including increased sales, job creation or increased output.</p> <p>The authorizing statute for the Working Lands Enterprise Program states "the fund shall be composed of moneys from time to time appropriated to the fund by the general assembly or received from any other source, private or public, approved by the board, and unexpended balances and any earnings shall remain in the fund from year to year."</p> <p>All funding decisions are made by the WLEB (Working Lands Enterprise Board), which is composed of 20 public, private and non-profit members and chaired by Deputy Secretary LaClair (acting designee for Secretary Ross). Donor will have no input into the decision making process.</p>			
9. Impact on existing program if grant is not Accepted:	<p>The FY2016 grant cycle was highly competitive; we received 114 applications totaling \$3.3 million in requests for \$680,000 in funds (including contributions from three private donors). The additional funds would allow us to support a greater number of eligible and worthy applicants, in turn creating jobs, increasing sales, and increasing or maintaining working lands acreage in production.</p>			
10. BUDGET INFORMATION				
	SFY 1 FY 17	SFY 2 FY	SFY 3 FY	Comments
Expenditures:				
Personal Services	\$	\$	\$	
Operating Expenses	\$	\$	\$	
Grants	\$15,000	\$	\$	
<b>Total</b>	\$15,000	\$	\$	Estimated -will depend on passport receipts

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

<b>Revenues:</b>				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source Vermont Ski Areas Association)	\$15,000	\$	\$	
<b>Total</b>	\$15,000	\$	\$	Estimated - will depend on passport receipts

<b>Appropriation No:</b>	2200030000	<b>Amount:</b>	\$15,000
			\$
			\$
			\$
			\$
			\$
			\$
		<b>Total</b>	\$15,000

**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)

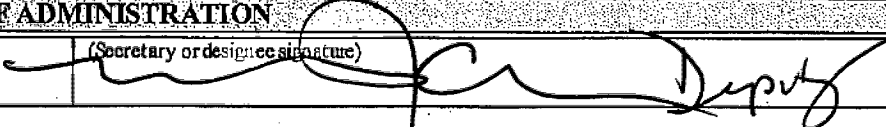
<b>12. Limited Service Position Information:</b>	<b># Positions</b>	<b>Title</b>
<b>Total Positions</b>		

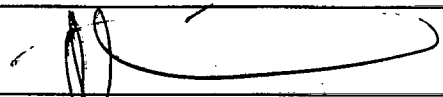
12a. Equipment and space for these positions:  Is presently available.  Can be obtained with available funds.

**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-IPN (if applicable):	Signature: _____ e-Signed by Jolinda LaClair on 2016-11-07 18:40:27 GMT	Date: _____
	Title: Deputy Secretary	
	Signature: _____	Date: _____
	Title: _____	

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

14. SECRETARY OF ADMINISTRATION		
<input checked="" type="checkbox"/>	Approved:	(Secretary or designee signature)  Deputy
		Date: 11/21/16

15. ACTION BY GOVERNOR		
<input type="checkbox"/>	Check One Box: Accepted	
<input type="checkbox"/>	Rejected	(Governor's signature) 
		Date: 11/21/16

16. DOCUMENTATION REQUIRED	
Required GRANT Documentation	
<input checked="" type="checkbox"/> Request Memo	<input checked="" 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).



Agency of Agriculture Food & Markets

116 State Street  
Montpelier, VT 05620

[www.Agriculture.Vermont.gov](http://www.Agriculture.Vermont.gov)

## Memorandum

To: Trey Martin, Secretary, Agency of Administration

From: Chuck Ross, Secretary, Agency of Agriculture, Food & Markets

Via: Jolinda LaClair, Deputy Secretary, Agency of Agriculture, Food & Markets

Date: November 4, 2016

eSigned by Jolinda LaClair  
on 2016-11-07 18:40:51 GMT

Re: Working Lands Enterprise Fund Donation from Ski Vermont

The Vermont Ski Areas Association ("Ski Vermont") has pledged to contribute the proceeds of their passport program, estimated to total between \$15,000 to \$20,000, to supplement the FY2017 \$594,000 grant budget for the Working Lands Enterprise Program.

These monies will help fund grants to businesses and technical assistance providers. Business grants may be for up to \$50,000, and must display innovation, test a new business model, or address a specific supply chain need. Service Provider grants may be for up to \$75,000 and must demonstrate direct impacts on working lands businesses, including increased sales, job creation or increased output. In the FY2016 grant cycle we received 114 applications for \$3.3 million in funds.

The authorizing statute for the Working Lands Enterprise Program states: "the fund shall be composed of moneys from time to time appropriated to the fund by the general assembly or received from any other source, private or public, approved by the board, and unexpended balances and any earnings shall remain in the fund from year to year."

All funding decisions are made by the WLEB (Working Lands Enterprise Board), which is composed of 20 public, private and non-profit members and chaired by Deputy Secretary LaClair (acting designee for Secretary Ross). Donor will have no input into the decision making process.

Enclosed is the pledge from Ski Vermont outlining the stipulations of their donation and expectations to support the Working Lands Enterprise Initiative.

Cc: Jolinda LaClair, Deputy Secretary, Agency of Agriculture, Food & Markets  
Lucy Leriche, Deputy Secretary, Agency of Commerce and Community Development  
Michael Snyder, Commissioner, Department of Forests, Parks and Recreation







November 4, 2016

Secretary Chuck Ross  
Vermont Agency of Agriculture, Food and Markets.  
116 State Street  
Montpelier, VT 05601

Dear Secretary Ross:

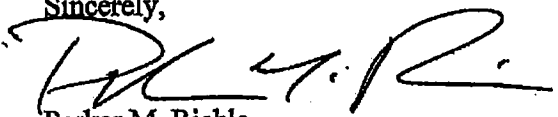
The Vermont Ski Areas Association would like to contribute the net proceeds of our 2016-17 5<sup>th</sup> Grade Passport program to the Vermont Agency of Agriculture to support the Working Lands Enterprise Program under 6 V.S.A. §4605(2). We anticipate the value of this contribute to be between \$15-20,000. We intend for the funding to supplement the State's appropriation to the Working Lands Enterprise Fund for:

- Making investments into Vermont's working lands agriculture and forest businesses;
- Providing technical assistance to support Vermont's working lands businesses; and
- Promoting tools that would support value-added Vermont agriculture and forest products.

We authorize the Working Lands Enterprise Board to make decisions about the use of these funds in accordance with their statutes, policies and procedures.

It is understood that this contribution is made solely to support the Vermont Working Lands Enterprise Fund and for no other reason.

Sincerely,

  
Parker M. Riehle  
Signed,

Vermont Ski Areas Association

26 State Street • P.O.Box 368 • Montpelier, VT 05601 • Ph. 802•223•2439 • Fax 802•229•6917

[skivermont.com](http://skivermont.com)

