



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: February 26, 2013
Subject: Grant Requests

Enclosed please find three (3) items that the Joint Fiscal Office has received from the administration, including the establishment of two (2) limited service positions.

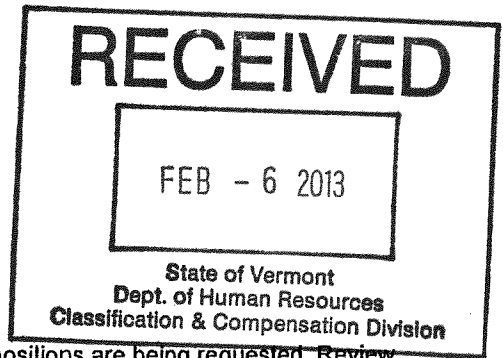
JFO #2611 – \$915,426 grant from the U.S. Department of Health and Human Service to the Department of Vermont Health Access. These funds will be used to collect and calculate performance measures and implement two performance improvement projects (focused on breast cancer screening & alcohol/drug dependent treatment). **One (1) limited service position** is associated with this request. **Expedited review has been requested. Joint Fiscal Committee members will be contacted by March 8th with a request to waive the balance of the review period and accept this grant.**
[JFO received 02/18/13]

JFO #2612 – \$120,000 grant from the University of Massachusetts to the Vermont Department of Disabilities, Aging and Independent Living (DAIL). These funds will be used to develop and test the DAIL Division of Vocational Rehabilitation's Progressive Employment Program as an evidence-based program for job placements.
[JFO received 02/18/13]

JFO #2613 – Request to establish **one (1) limited service** position in the Vermont Department of State's Attorneys and Sheriffs. This position will act as domestic violence prosecutor in Addison County. Funding for an existing part-time temporary position was approved in JFO #2369. The Department of State's Attorneys and Sheriffs is seeking to convert this position to a full time limited service position due to the availability of increased grant funding.
[JFO received 02/25/13]

Please review the enclosed materials and notify the Joint Fiscal Office (Nathan Lavery at (802) 828-1488; nlavery@leg.state.vt.us) if you have questions or would like an item held for legislative review. Unless we hear from you to the contrary by March 11 we will assume that you agree to consider as final the Governor's acceptance of these requests.

**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: SAS Date: 2/6/2013

Name and Phone (of the person completing this request): Michael Knaapen 802-828-2891

Request is for:

- Positions funded and attached to a new grant.
 Positions funded and attached to an existing grant approved by JFO # 2369

JFO 2613

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

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> |
|--|-----------------------|-------------------------------|--|
| Deputy State's Attorney, 1, | | domestic violence prosecutor, | through end of FY15 |

*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:

Currently, this funding resource supplies a temporary deputy State's Attorney

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)).

[Signature] 2/06/13
 Signature of Agency or Department Head Date

[Signature] 2/11/13
 Approved/Denied by Department of Human Resources Date

[Signature] 2/21/13
 Approved/Denied by Finance and Management Date

[Signature] 2/20/13
 Approved/Denied by Secretary of Administration Date

Comments:

SAS indicates JFO has pertinent information regarding funding.

FEB 13 2013

WomenSafe

WomenSafe, Inc.
PO Box 67
Middlebury, VT 05753

Commitment to ending domestic violence

February 20, 2013

Office of the Secretary of Administration
Attn: Toni Hartrich
128 State Street
Montpelier, VT 05633-1101

Re: Rural/CDS Grants funded prosecutor

Dear Toni:

The Federal Office of Violence Against Women (OVW) Rural and Community Defined Solutions (CDS) Grants for Addison County have been funding the domestic and sexual violence prosecutor position for Addison County since 2008. The current rate that has been approved by OVW is \$20.38 plus 0.0765 FICA and Catamount Health Assessment associated with her salary. I am the administrator for both grants. The grantee of the Rural Grant is WomenSafe and the Town of Middlebury is the grantee for the CDS grant. I am excited to inform you that we have preliminary approval to increase this amount to full-time with benefits at a rate of approximately \$65,000 per year (includes an allowance up to \$20,000 in benefits per year) through September 30, 2015.

The goals of these grants as approved by OVW are three-fold:

- 1) To increase the capacity of advocacy services, outreach and education provided by WomenSafe,
- 2) To expand the capacity and outreach of our local Council Against Domestic and Sexual Violence, and
- 3) To hold more perpetrators accountable for their violence and increasing the capacity of the investigative and prosecutorial processes, as well as batterer intervention groups.

Thank you for your support in this project, I know it will be a success thanks to your help!

Sincerely,



Naomi Smith, MSW
Executive Director

cc: Dave Fenster, Addison County State's Attorney
Jackie Sullivan, Town of Middlebury Accountant/Treasurer



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

COPY
of original grant
materials for
background

To: James Reardon, Commissioner of Finance & Management
From: Nathan Lavery, Fiscal Analyst
Date: April 1, 2009
Subject: JFO #2369

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

JFO #2369 — \$31,799 grant from WomenSafe to States' Attorneys and Sheriffs. These grant funds will be used to partially cover the cost of a temporary domestic violence prosecutor in Addison County. The grant partially funds 1 limited service position; according to Finance & Management, this is a new use for an exiting temporary position.

[JFO received 2/26/09]

In accordance with 32 V.S.A. §5, the requisite 30 days having elapsed since this item was submitted to the Joint Fiscal Committee, the Governor's approval may now be considered final. We ask that you inform the Secretary of Administration and your staff of this action.

cc: Jane Woodruff, Executive Director

JFO 2369



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

Agency of Administration

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

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

Grant Summary: This grant to States Attorneys is for covering the cost of a temporary Domestic Violence Prosecutor in Addison County. Womens' Safe is taking part of the funds it received in a Federal Grant to give a grant to the States Attorneys to cover the cost of this temporary position.

Date: 1/13/2009

Department: States Attorneys and Sheriffs

Legal Title of Grant: Womens' Safe Grant for Domestic Violence Prosecution in Addison County

Federal Catalog #: n/a

Grant/Donor Name and Address: Womens' Safe PO Box 67, Middlebury Vermont 05763

Grant Period: From: 2/28/2009 To: 1/31/2010

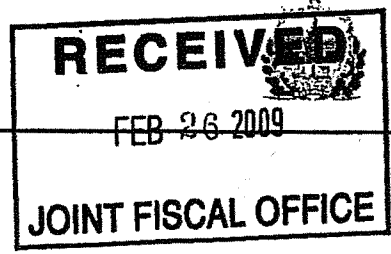
Grant/Donation: 31,799

| | SFY 1 | SFY 2 | SFY 3 | Total | Comments |
|----------------------|---------|----------|-------|----------|----------|
| Grant Amount: | \$9,600 | \$22,199 | \$ | \$31,799 | |

| Position Information: | # Positions | Explanation/Comments |
|------------------------------|-------------|---|
| | 1 | This grant is being used to fund a part-time temporary position for a DV Prosecutor in Addison County. The states attorneys will use a temporary position for which it already has authorization. |

Additional Comments:

| | | |
|------------------------------------|---------------------------|-----------|
| Department of Finance & Management | <i>[Signature]</i> 2/2/09 | (Initial) |
| Secretary of Administration | <i>[Signature]</i> 2/2/09 | (Initial) |
| Sent To Joint Fiscal Office | 2/4/09 | Date |



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

BASIC GRANT INFORMATION

| | | | |
|--|---|-----------|----------------------|
| 1. Agency: | State's Attorneys and Sheriffs | | |
| 2. Department: | State's Attorneys | | |
| 3. Program: | | | |
| 4. Legal Title of Grant: | WomenSafe grant for Domestic Violence Prosecution in Addison County | | |
| 5. Federal Catalog #: | | | |
| 6. Grant/Donor Name and Address: | WomenSafe / PO Box 67 / Middlebury, VT. 05763 | | |
| 7. Grant Period: | From: | 2/28/2009 | To: 1/31/2010 |
| 8. Purpose of Grant: | The purpose of this Grant is to increase the capacity of prosecution in Domestic Violence cases in Addison County. This will facilitate holding perpetrators accountable for their violence and increasing the capacity of the adjudicative process through the funding of a domestic violence, sexual asalt, dating violence, and child sexual abuse dedicated prosscutor. | | |
| 9. Impact on existing program if grant is not Accepted: | If the grant is not accepted victims of Violent crimes will not have the resources to have their case effectively prosecuted. | | |

BUDGET INFORMATION

| | SFY 1 FY 09 | SFY 2 FY 10 | SFY 3 FY | Comments |
|--------------------------|----------------|----------------|-------------|----------|
| Expenditures: | | | | |
| Personal Services | \$9,600 | \$22,199 | \$ | |
| Operating Expenses | \$ | \$ | \$ | |
| Grants | \$ | \$ | \$ | |
| Total | \$ | \$ | \$ | |
| Revenues: | | | | |
| State Funds: | \$ | \$ | \$ | |
| Cash | \$ | \$ | \$ | |
| In-Kind | \$ | \$ | \$ | |
| Federal Funds: | \$ | \$ | \$ | |
| (Direct Costs) | \$ | \$ | \$ | |
| (Statewide Indirect) | \$ | \$ | \$ | |
| (Departmental Indirect) | \$ | \$ | \$ | |
| Other Funds: | \$9,600 | \$22,199 | \$ | |
| Grant (source WomenSafe) | \$ | \$ | \$ | |
| Total | \$9,600 | \$22,199 | \$ | |

| | | | |
|--------------------------|------------|----------------|----------|
| Appropriation No: | 2130100001 | Amount: | \$31,799 |
| | | | \$ |
| | | | \$ |
| | | | \$ |
| | | | \$ |

REC'D JAN 09 2009

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

| | |
|--------------|-----------------|
| | \$ |
| | \$ |
| Total | \$31,799 |

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.

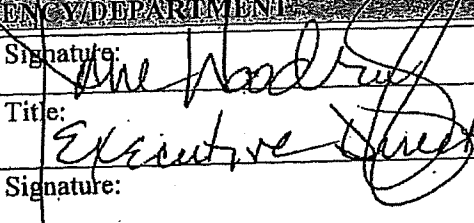
Appointing Authority Name: _____ Agreed by: _____ (initial)

| 12. Limited Service Position Information: | # Positions | Title |
|---|-------------|---------------------------|
| | 1 | Temp part-time prosecutor |
| | | |
| | | |
| Total Positions | 1 | |

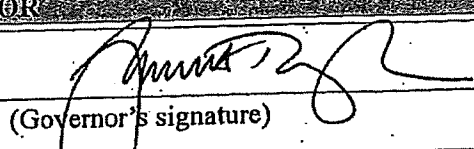
12a. Equipment and space for these positions: Is presently available. Can be obtained with available funds.

13. AUTHORIZATION AGENCY/DEPARTMENT

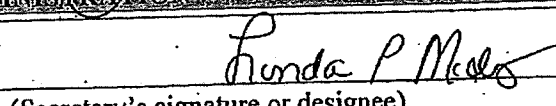
I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):

| | |
|---|-----------------|
| Signature:  | Date: 11/8/2009 |
| Title: Executive Director | Date: |
| Signature: | Date: |
| Title: | |

14. ACTION BY GOVERNOR

| | | | |
|-------------------------------------|----------------------------|---|--------------|
| <input checked="" type="checkbox"/> | Check One Box: Accepted |  | Date: 2/3/09 |
| <input type="checkbox"/> | Rejected | (Governor's signature) | Date: |

15. SECRETARY OF ADMINISTRATION

| | | | |
|--------------------------|----------------------------------|--|--------------|
| <input type="checkbox"/> | Check One Box: Request to JFO |  | Date: 2/5/09 |
| <input type="checkbox"/> | Information to JFO | (Secretary's signature or designee) | Date: |

16. DOCUMENTATION REQUIRED

Required GRANT Documentation

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

End Form AA-1