

STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Senior Fiscal Analyst
Date: September 19, 2014
Subject: Grant Request #2696 #2697 #2698 #2699

Enclosed please find four (4) items that the Joint Fiscal Office has received from the administration. Two (2) limited service positions are associated with these requests.

JFO #2696 – \$48,800 grant from the Lake Champlain Basin Program to the Vermont Agency of Agriculture, Food and Markets. These funds will help develop and maintain a geospatial database for tracking phosphorus reduction efforts by state, federal, educational, and non-governmental organizations. The goal of this database is to coordinate these efforts and improve the efficiency of mitigation activities. [JFO received 09/04/14]

JFO #2697 – Donation of a conservation easement (estimated value: \$301,000) from the Nature Conservancy to the Vermont Department of Fish & Wildlife. The easement is located in the Town of Dummerston. The purpose of this donation is to conserve significant wildlife habitat and protect public access for hunting, fishing, and wildlife viewing. [JFO received 09/04/14]

JFO #2698 – \$1,573,837 grant from the U.S. Department of Labor to the Vermont Department of Labor. These funds will be used to train and reemploy long-term unemployed Vermonters through a job training and apprenticeship program. **Two (2) limited service positions** are associated with this request. [JFO received 09/04/14]

JFO #2699 – \$78,000 grant from SumOfUs to the Vermont Department of Finance and Management. These funds will a portion of the cover costs associated with implementation and administration of new law that requires labeling of food produced from genetic engineering. The donated funds will be deposited in the Vermont Food Fight Fund. [JFO received 09/04/14]

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 October 1 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

Agency of Administration

JFO 2698

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

Grant Summary: Part of the Workforce Investment Act. This grant will be used to place long-term unemployed Vermonters in pre-apprenticeship education that leads directly to employment in a registered-apprenticeship or On the Job Training. Funds are used for personnel services, grants and provide education through VTHitec.

Date: August 13, 2014

Department: Department of Labor

Legal Title of Grant: WIA DIS WKRS NAT RES - EMERGENCY (ADVANCE)

Federal Catalog #: 17.277

Grant/Donor Name and Address: U.S. DOL/ETA 200 Constitution Ave. NW Rom N-4716

Grant Period: From: July 1, 2014 To: September 30, 2016

Grant/Donation: Federal grants to place long-term unemployed Vermonters in pre-apprenticeship education that leads to employment.

	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$261,544	\$968,534	\$343,759	\$1,573,837	

	# Positions	Explanation/Comments
Position Information:	2	1 VDOL Career Development Facilitator II, 1 VDOL Career Development Facilitator III to support grant oversight, coordinate education for Vermont's long-term unemployed.

Additional Comments:

(Handwritten initials)

Department of Finance & Management	<i>JSM/H</i>	(Initial)
Secretary of Administration	<i>RE 09/14/14</i>	(Initial)
Sent To Joint Fiscal Office	<i>9/3/14</i>	Date <i>9/3/14</i>

RECEIVED
 SEP 04 2014
JOINT FISCAL OFFICE



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

1. Agency:	U.S. Department of Labor		
2. Department:	Employment & Training Administration		
3. Program:	Job-Driven National Emergency Grant (JD-NEG)		
4. Legal Title of Grant:	WIA DIS WKRS NAT RES - EMERGENCY (ADVANCE)		
5. Federal Catalog #:	FY 14 / 17.277		
6. Grant/Donor Name and Address:	U.S. DOL / ETA 200 Constitution Avenue NW - Room N-4716		
7. Grant Period:	From:	7/1/2014	To: 9/30/2016
8. Purpose of Grant:	Job-Driven National Emergency Grant to be used to place long-term unemployed (LTU) Vermonters in pre-apprenticeship education that leads directly to employment in a registered-apprenticeship and/or OJT.		
9. Impact on existing program if grant is not Accepted:	Long-term unemployed Vermonters will likely remain unemployed.		

	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2014	FY 2015	FY 2016	
Personal Services	\$38,130	\$76,260	\$38,130	
Operating Expenses	\$29,320	\$58,641	\$29,321	
Grants	\$194,094	\$833,633	\$276,308	
Total	\$261,544	\$968,534	\$343,759	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$261,544	\$968,534	\$343,759	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$261,544	\$968,534	\$343,759	

Appropriation No:	EM-25879-14-60-A-50	Amount:	\$1,573,837
			\$
			\$
			\$
			\$
			\$
			\$
		Total	\$1,573,837

AUG 11 2014

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

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

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	Career Development Facilitator II
	1	Career Development Facilitator III
Total Positions	2	

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

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: <i>Anne M. Norman</i>	Date: 7/16/2014
Title: Commissioner, Department of Labor	
Signature:	Date:
Title:	

Approved: *[Signature]* (Secretary or designee signature) *[Signature]* Date: 08/19/14

Check One Box: Accepted *[Signature]* (Governor's signature) Date: 1/3/14

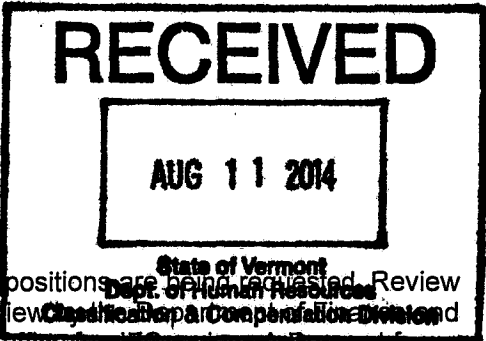
Rejected

Required GRANT Documentation

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

(*) 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 requested and approval by the Department of Human Resources must be obtained prior to review. 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: Department of Labor Date: 7/10/2014

Name and Phone (of the person completing this request): Commissioner Annie Noonan (802) 828-4300

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 DOL - ETA, Job-Driven National Emergency Grant (JD-NEG), EM-25879-14-60-A-50, \$1,573,837

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>
Career Development Facilitator II	1	Workforce Dev.	27 months - September 30, 2016
Career Development Facilitator III	1	Workforce Dev.	27 months - September 30, 2016

*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:
These two positions are required to successfully implement the outreach needed for long-term unemployed (LTU) Vermonters to participate in pre-apprenticeship education linked directly to employment in a registered-apprenticeship and/or on-the-job training (OJT).

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)).

Annie M. Noonan 7/15/14
Signature of Agency or Department Head Date

Melvin Paul 8.11.14
Approved/Denied by Department of Human Resources Date

[Signature] 8/14/14
Approved/Denied by Finance and Management Date

[Signature] 08/14/14
Approved/Denied by Secretary of Administration Date

Comments:

AUG 11 2014

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Department of Labor
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Montpelier, VT 05601-0488
www.labor.vermont.gov

[phone] 802-828-4000
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August 27, 2014

TO: Joint Fiscal Committee Members
FROM: Anne Noonan, Commissioner Department of Labor
RE: Limited Service Positions

On July 1, 2014 The Vermont Department of Labor was awarded a "Job Driven National Emergency Grant" by the US Department of Labor, in the amount of \$1,573,837. The purpose of this grant is to allow VDOL and one of our most successful training providers, Vermont Hitec, to partner on initiatives to train and reemploy long-term unemployed Vermonters. This USDOL grant is a tremendous opportunity for VDOL and Vermont Hitec to again deploy a proven model of reemployment-- the model we have utilized in our joint programs at Allscripts, Dartmouth Hitchcock Medical Center, Hypertherm and Husky. Notably, this model guarantees a permanent job at the end of the training, normally 8-10 weeks followed by a year's apprenticeship with guaranteed wage increases.

In order to conduct the work that has been funded in this grant, VDOL asked USDOL for funding to hire two Limited Service Positions. The job title and job spec we would place these 2 Limited Service staff into are titles approved by DHR for our Department. The job tasks we will be assigning are appropriately captured by the VDOL job titles: Career Development Facilitator II and III. Our CDF positions are written to administer various federal programs and grants authorized to VDOL.

Because the grant started on July 1, 2014 we are asking to have the process of approving these new Limited Service Positions expedited, in order to ensure we successfully perform on this grant.



VDOL WORKFORCE DEVELOPMENT – CENTRAL OFFICE

