



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee members  
From: Sorsha Anderson, Staff Associate  
Date: January 26, 2021  
Subject: Grant Requests – JFO #3032

Enclosed please find one (1) item, which the Joint Fiscal Office has received from the Administration.

**JFO #3032** - \$206,394 to the VT Dept. of Environmental Conservation from the United States Climate Alliance, United Nations Fund, for one (1) limited service position, Environmental Analyst VII, to serve in a leadership role in advancing Vermont's climate mitigation priorities. Position to be funded through 9/30/22.

*[JFO received 1/25/2021]*

Please review the enclosed materials and notify the Joint Fiscal Office (Sorsha Anderson: sanderson@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by February 15, 2021, we will assume that you agree to consider as final the Governor's acceptance of this request.

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**MEMORANDUM**

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**TO:** SUSANNE YOUNG, SECRETARY, AGENCY OF ADMINISTRATION

**THROUGH:** MICHAEL MIDDLEMAN, BUDGET AND MANAGEMENT ANALYST, AGENCY OF ADMINISTRATION

**THROUGH:** ARIEL MURPHY, PRIVATE SECRETARY, AGENCY OF ADMINISTRATION

**THROUGH:** TRACY LAFRANCE, FINANCE DIRECTOR, DEC FINANCIAL OPERATIONS

**FROM:** PETER WALKE, COMMISSIONER, DEPARTMENT OF ENVIRONMENTAL CONSERVATION

**SUBJECT:** AA-1 STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE

**DATE:** 11/20/2020

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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) as well as the establishment of one new limited service position.

If you have any questions regarding this request, please do not hesitate to contact Tracy LaFrance at 498-7074.

Thank you for your time.

**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>	Air Quality & Climate Division			
<b>4. Legal Title of Grant:</b>	Vermont Climate Leadership Grant			
<b>5. Federal Catalog #:</b>	UNF-20-1179			
<b>6. Grant/Donor Name and Address:</b> United State Climate Alliance, United Nations Fund, 1750 Pennsylvania Avenue NW #300, Washington, DC 20006				
<b>7. Grant Period:</b>	<b>From:</b>	10/1/2020	<b>To:</b>	9/30/2022
<b>8. Purpose of Grant:</b> Vermont has committed to the bipartisan effort to implement policies that advance the goals of the Paris Agreement to reduce GHG emissions by at least 26-28% below 2005 levels by 2025. In addition to the Governor's commitment to uphold the goals of the Paris agreement, Vermont has established aggressive greenhouse gas (GHG) reduction goals in both state statute and the 2016 Comprehensive Energy Plan (see Figure 1). Additionally, on 9/23/2020 the Vermont Legislature passed bill H.688 the Vermont Global Warming Solutions Act, which is now law, making Vermont's GHG goals mandatory, and require that Vermont adopt and implement rules to achieve the State's GHG reduction requirements. The State of Vermont is required to reduce greenhouse gas pollution to 26% below 2005 levels by 2025. Emissions would need to be 40% below 1990 levels by 2030 and 80% below by 2050. It also creates a 22-member council, comprising state government officials, citizen experts and others, to come up with a pollution reduction plan by Dec. 1, 2021				
<b>9. Impact on existing program if grant is not Accepted:</b> The goal of the Vermont Air Quality and Climate Division (AQCD) is to work to protect the public and the environment from the adverse effects of air pollution. While our most recent inventory estimates that Vermont's GHG emissions are approximately 13% above the 1990 baseline emissions levels, in recent years Vermont has decreased overall emissions. However, more significant, and sustained reductions are required to make meaningful progress toward Vermont's GHG emission reduction goals. However, the state has had limited resources to plan, enact and implement strategies to strategically reduce GHG and other climate forcing pollutant emissions in Vermont. Vermont has had limited resources to support strategic, scientific, and coordinated climate mitigation planning, and implementation. This lack of capacity has severely limited Vermont's ability to decrease GHG emissions, and to make progress toward reaching our climate mitigation goals. Funding from the UNF could help to advance both state climate mitigation priorities. The State of Vermont, has the opportunity to be a leader in the implementation of strategies to mitigate the effects of GHG emissions.				
<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 21</b>	<b>FY 22</b>	<b>FY</b>	
Personal Services	\$103,197	\$103,197	\$	
Operating Expenses	\$	\$	\$	
Grants	\$0	\$	\$	
<b>Total</b>	\$103,197	\$103,197	\$	
<b>Revenues:</b>				
State Funds:	\$0	\$0	\$	
Cash	\$0	\$0	\$	
In-Kind	\$0	\$0	\$	

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

Federal Funds:	\$103,197	\$103,197	\$	
(Direct Costs)	\$103,197	\$103,197	\$	
(Statewide Indirect)	\$0	\$	\$	
(Departmental Indirect)	\$0	\$	\$	
Other Funds:	\$0	\$	\$	
Grant (source DHS)	\$0	\$0	\$	
<b>Total</b>	<b>\$103,197</b>	<b>\$103,197</b>	<b>\$</b>	

<b>Appropriation No:</b>	6140030000	<b>Amount:</b>	\$103,197
			\$
			\$
			\$
			\$
			\$
			\$
		<b>Total</b>	<b>\$103,197</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)

12. Limited Service Position Information:	# Positions	Title
	1	Environmental Analyst VII
<b>Total Positions</b>	<b>1</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: 11/20/2020
	Title: Peter Walke, DEC Commissioner	
	Signature:	Date:
	Title:	

**14. SECRETARY OF ADMINISTRATION**

<input checked="" type="checkbox"/> Approved:	(Secretary or designee signature) <b>Kristin Clouser</b>	Digitally signed by Kristin Clouser Date: 2021.01.08 14:51:35 -05'00'	Date:
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**15. ACTION BY GOVERNOR**

<input checked="" type="checkbox"/> Check One Box: Accepted		
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**STATE OF VERMONT REQUEST FOR GRANT (\*) ACCEPTANCE (Form AA-1)**

<input type="checkbox"/>	Rejected	(Governor's signature) 	Date: 1/22/21
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**16. DOCUMENTATION REQUIRED**

**Required GRANT Documentation**

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

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

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

Agency of Administration

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

<b>Grant Summary:</b>		This is a \$206,394 grant from the United States Climate Alliance to ANR-DEC to fund one limited service position for two years that will serve in a leadership role in advancing Vermont's climate mitigation priorities.			
<b>Date:</b>		1/8/2021			
<b>Department:</b>		Department of Environmental Conservation			
<b>Legal Title of Grant:</b>		Vermont Climate Leadership Grant			
<b>Federal Catalog #:</b>		UNF-20-1179			
<b>Grant/Donor Name and Address:</b>		United States Climate Alliance, United Nations Fund, 1750 Pennsylvania Avenue NW #300, Washington, DC 20006			
<b>Grant Period:</b>		<b>From:</b>	<b>To:</b>		
		10/1/2020	9/30/2022		
<b>Grant/Donation</b>		206,394			
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$103,197	\$103,197	\$	\$206,394	There is no state match requirement for this grant.
<b>Position Information:</b>		<b># Positions</b>	<b>Explanation/Comments</b>		
		1	This position is 100% funded through this grant for a period of two years. DEC has confirmed that, should federal funding disappear for this position, they are prepared to eliminate this position.		
<b>Additional Comments:</b>					
<b>Department of Finance &amp; Management</b>				Adam Greshin	(Initial)
<b>Secretary of Administration</b>				Kristin Clouser	(Initial)
<b>Sent To Joint Fiscal Office</b>					<b>Date</b>



**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: Natural Resources/Environmental Conservation Date: 11/25/20

Name and Phone (of the person completing this request): Tracy LaFrance 802-498-7074

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):

United State Climate Alliance, United Nations Fund  
Vermont Climate Leadership Grant  
2 Year Grant to fund 1 position as detailed in the attached grant documents

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 Analyst VII	1	Air Quality and Climate Division	10/1/20-9/30/22

\*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:

The goal of the Vermont Air Quality and Climate Division (AQCD) is to work to protect the public and the environment from the adverse effects of air pollution. Significant, and sustained reductions are required to make meaningful progress toward Vermont's GHG emission reduction goals. However, the state has had limited resources to plan, enact and implement strategies to strategically reduce GHG and other climate forcing pollutant emissions in Vermont. This lack of capacity has severely limited Vermont's ability to decrease GHG emissions, and to make progress toward reaching our climate mitigation goals. Funding from the UNF could help to advance both state climate mitigation priorities.

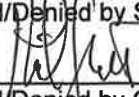
I certify that this information is correct and that necessary funding, space and equipment for the above position(s) are available (required by 32 VSA Sec. 5(b)).

 11/30/2020  
Signature of Agency or Department Head Date

Aimee Pope Digitally signed by Aimee Pope  
Date: 2020.12.02 12:34:41 -05'00'  
 Approved /  Denied by Department of Human Resources Date

Kristin Clouser Digitally signed by Kristin Clouser  
Date: 2021.01.08 14:52:31 -05'00'  
Approved/Denied by Finance and Management Date

  
Approved/Denied by Secretary of Administration Date

 (required as amended by 2019 Leg. Session) Date

Comments:

November 12, 2020

**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: _____
	Working Conditions: _____	Accountability: _____
	Total: _____	

**Position Information:**

Incumbent: **Vacant or New Position**

Position Number:  Current Job/Class Title: **NEW POSITION: Environmental Analyst VII**

Agency/Department/Unit: **ANR/DEC/Air** GUC:

Pay Group: **B80** Work Station: **Montpelier** Zip Code: **05620**

Position Type:  Permanent  Limited Service (end date ) **January 31, 2023**

Funding Source:  Core  Sponsored  Partnership. For Partnership positions provide the funding breakdown (% General Fund, % Federal, etc.) **100% Grant Funded**

Supervisor's Name, Title and Phone Number: **Heidi Hales, Air Quality and Climate Division Director, (802) 498-7338**

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

**New Position(s):**

a. **REQUIRED:** Allocation requested: Existing Class Code **145504** Existing Job/Class Title: **Environmental Analyst VII, PG 26**

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: Project Management: Management of climate change mitigation operations in the Air Quality and Climate Division (AQCD) and coordination of support to the Agency of Natural Resources (ANR) Secretary or designee on the Climate Council as created by the Global Warming Solutions Act (GWSA). Duties include oversight, managerial and administrative responsibilities related to the implementation of the GWSA mitigation actions in the AQCD. This includes program management of AQCD greenhouse gas (GHG) mitigation strategies and methodologies developed for implementation by the Climate Council formed under the Global Warming Solutions Act (GWSA), as well as providing technical and scientific information on the efficacy of climate mitigation strategies to the designated representative for the ANR representative on the Climate Council. This includes high-level project management and program planning, as well as scientific expertise in air quality, and air pollution mitigation strategies. This position will also be responsible for coordinating ANR staff working in support of the Climate Council on behalf of the ANR Secretary. Extensive knowledge of GHG emissions, climate forcing pollutants, air pollution, emissions inventory techniques, data analysis, as well as legal and policy expertise is required. This position has oversight and accountability, in coordination with the AQCD Division Director, for determining that proposed GHG mitigation actions and plan developed by the Climate Council, meet technical and scientific requirements for reducing GHG emissions as required by the GWSA, as well as assessing impacts on climate forcing pollutants, and other air pollutants. Further responsibilities include coordinating the State of Vermont's participation in the United States Climate Alliance (USCA) and complying with the terms of the USCA grant that supports this position, including a short interim report and a final report at the end of the grant period. The responsibilities included with this work include coordination with the Secretary of the ANR, Commissioner of the Department of Environmental Conservation (DEC), and the AQCD Division Director. This position reports directly to the Director of the AQCD.

Technical review and analysis of environmental policies, programs, and activities. This position will be responsible for managing the AQCD's work on developing, quantifying, and assessing GHG mitigation strategies, climate forcing pollutant emissions, and air pollution impacts associated with GHG mitigation strategies. This includes assessing GHG inventories, scenarios and mitigation planning. As the main staff-level technical resource on GHG mitigation at the DEC, this position will be responsible for managing work on

mitigation projects within the DEC and will coordinate mitigation work across the DEC. Responsibilities include reviewing GHG mitigation policy assessments and implementation strategies for GHG mitigation actions developed by the Climate Council related to the work and mission of the AQCD. Finalize policy priorities for GHG mitigation in the AQCD, and assist with the development and adoption of rulemaking related to GHG mitigation within the authority of the Air Pollution Control Regulations (APCR), as appropriate to meet state and Federal requirements. Further responsibilities include analysis of proposed mitigation measures, and ensuring consistency with the GHG Inventory, Air Pollution Control Vermont Statutes, Air Pollution Control Regulations, and with AQCD mission. Responsibilities include assisting with internal AQCD analysis of GHG reduction pathways, including development of reference case scenarios, and pathway scenarios, and assessing modeling results for internal discussion and deliberation for the AQCD Director, DEC Commissioner, and ANR Secretary. Coordinate and review analysis and estimations of GHG reductions relative to baseline case scenarios. Additional responsibilities include AQCD air pollutant and GHG mitigation planning, and coordination with the AQCD Planning Section, to develop policy recommendations and estimated emission reductions needed to reach Vermont's GHG reduction goals. Respond to DEC and AQCD requests for supporting information and develop state technical tools, planning documents and policy guidance related to climate mitigation work in the Division. Work on GHG mitigation efforts related to state legislation, policy directives and executive orders. Additional responsibilities include working with the AQCD Division Director to provide technical information to the ANR representative on the Climate Council on GHG mitigation scenarios and implementation actions to reduce GHG emissions in Vermont. Researches and analyzes other State government GHG mitigation pathway technical reports and assessments. Summarizes information and writes technical reports for AQCD Division Director.

Technical expert on mitigation of GHGs, and other climate forcing pollutants

Act as one of the scientific experts for greenhouse gas mitigation, climate forcing pollutants, carbon sequestration and impacts on other air pollutant emissions and air quality in the AQCD. Provide technical and scientific information to the legislature, management, and the State on GHG mitigation and air quality. Provide quality, valid, reliable scientific information and analysis on mitigation strategies, modeling and information, to inform management and policy decisions. This requires extensive knowledge of greenhouse gas emissions, climate forcing pollutants and air pollution. Specifically, this position requires a background in chemistry, climate science and data analysis. Represent the AQCD and DEC on relevant workgroups and committees associated with NACAA, NESCAUM, NEG-ECP, USCA, Vermont Comprehensive Energy Plan. Coordinate on climate mitigation work with other state agencies, including PSD, BGS, VTrans, FPR, and other Divisions of the DEC. Assist in development of GHG accounting methodologies and stay up-to date on scientific advances, collaborate with USCA and other states on climate mitigation work. Work on development and advances in quantifying GHG sequestration in Vermont.

Coordination: Responsibilities of this position include coordination with USCA members and staff, including participation on calls and in meetings, to share methodologies and best practices. Collaborate with Commissioner's Office on climate change mitigation strategies and information; coordinate closely with the Project Manager for the Global Warming Solutions Act (GWSA) Climate Council. The senior level climate leader will assist with coordinating, planning, and leading development of a GHG mitigation actions in the AQCD, in collaboration with other state agencies and stakeholders. Further this position will help to develop, with input from state partners, stakeholders, the legislature, and potentially the climate council formed in the Global Warming Solutions Act, proposed implementation strategies and scenarios for reducing emissions to strategically reduce GHG emissions in Vermont.

Communication: Develop and provide outreach and communication materials and presentations on climate mitigation strategies and how they are related to Vermont's GHG goals. Develops and present informational and educational materials related to GHG mitigation scenarios and AQCD specific rulemaking and policy priorities as directed by the Climate Council. Participation in AQCD, DEC, NESCAUM, NACAA and USCA meetings, and other meetings, as identified, by AQCD Director.

2. Provide a brief justification/explanation of this request: The AQCD, in coordination with the Commissioner of the DEC, applied for and received competitive grant funding from the USCA, Climate Leadership Grant Program. This funding is provided to Vermont to support one upper level full time position for 2 years in the AQCD. The USCA Climate Leadership Grant Program is intended to provide states with grants to help states overcome constraints to meeting the state's GHG reduction goals. For Vermont to work toward planning to reach the States goals, additional upper level technical staff are needed in the AQCD to help complete this important work. Further, with the recent adoption of the Global Warming Solutions Act (GWSA), it is imperative to have senior level staff to assist with this work in the AQCD.

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). This is not a supervisory position.

#### 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: Heidi Hales, Director, AQCD

6. Who should be contacted if there are questions about this position (provide name and phone number): Heidi Hales, (802) 498-7338

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, this position will not affect other positions within the organization.

#### 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).



E-SIGNED by Jane Modica  
on 2020-11-16 10:41:39 EST

Personnel Administrator's Signature (required)\*

November 16, 2020

Date



E-SIGNED by Heidi Hales  
on 2020-11-16 09:16:41 EST

Supervisor's Signature (required)\*

November 16, 2020

Date



E-SIGNED by Kim Greenwood  
on 2020-11-16 09:54:18 EST

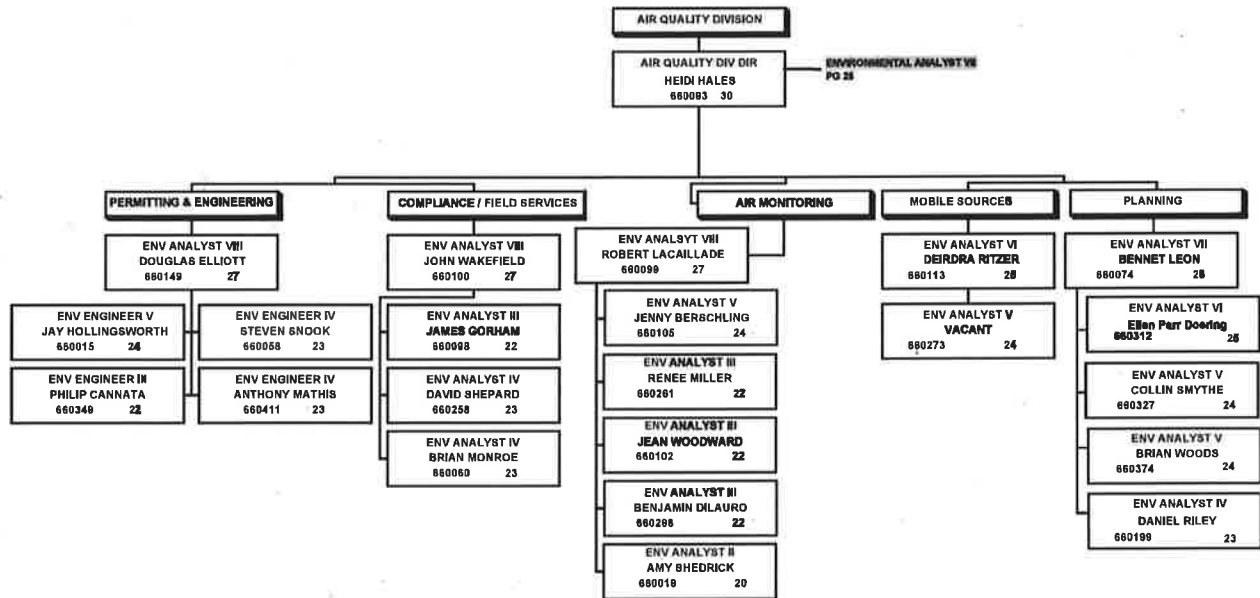
Appointing Authority or Authorized Representative Signature (required)\*

November 16, 2020

Date

\* Note: Attach additional information or comments if appropriate.

**DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
AIR QUALITY DIVISION  
ORGANIZATIONAL CHART**



**UNITED NATIONS FOUNDATION, INC. GRANT AGREEMENT**

Grantee: Vermont Department of Environmental Conservation (DEC)  
Grant Name: Vermont Climate Leadership Grant  
Grant Number: UNF-20-1179  
Grant Amount: \$206,394.00  
Date: September 21, 2020

1. This grant to Vermont Department of Environmental Conservation (the "Grantee") will support the specific charitable purposes set forth in the written proposal, attached hereto as Exhibit A (the "Project").

Payments received by the Grantee from the U.S. Climate Alliance, by and through the United Nations Foundation, Inc. ("UNF"), may be expended only for the purposes specified in the approved scope of work for the Project, subject to all conditions provided in this Agreement. No other uses of grant funds are authorized without the prior express written consent of UNF.

Consistent with the foregoing, all payments received by Grantee may be expended only for charitable, scientific, literary, or educational purposes within the meanings of Section 501(c)(3) and 170(c)(2) of the Internal Revenue Code of 1986, as amended (the "Code").

2. This Grant Agreement (the "Agreement") shall be effective October 1, 2020 and will be completed no later than September 30, 2022.
3. Grantee agrees that it may not use any portion of the funds to participate in or intervene in any political campaign on behalf of (or in opposition to) any candidate for public office. If the Project involves any lobbying activities, the Grantee represents that:
  - i) this grant is not earmarked for any lobbying activities, and
  - ii) the amount of this grant, together with any other grants from UNF for the same Project for the same year, does not exceed the amount budgeted (if any) for the year by the Grantee for non-lobbying activities. If this grant covers multiple years, the preceding sentence applies to each year of the grant with the amount of the grant measured by the amount to be disbursed by UNF in each such year.
4. If the Grantee is currently tax-exempt under the Code, then, in the event Grantee loses its tax-exempt status, this Agreement will be null and void. The Grantee shall immediately notify UNF, in writing, if: 1) Grantee's federal tax-exempt status is revoked or altered; 2) Grantee has reasonable grounds to believe its tax-exempt status may be revoked or altered; or 3) Grantee has reason to believe that the grant monies are not being or cannot continue to be expended for the specified Project. If the Grantee

loses its tax-exempt status or grant funds cannot be expended for the originally awarded purpose, Grantee shall return any unspent portion to UNF immediately.

5. Each Party to this Agreement assumes responsibility for its own acts and omissions with respect to any claims or losses arising out of or relating to such Party's breach of any of its representations, covenants, or obligations hereunder. Each Party shall be responsible for the acts or omissions of itself and its own employees or agents. Under no circumstances shall either Party be liable for the acts or omissions of the other Party or the other Party's employees or agents.
6. The Grantee shall cooperate with UNF in supplying any information or complying with any procedures that might be required by any governmental agency in order for UNF to establish the fact that it has observed all requirements of the law with respect to this grant.
7. The Grantee shall maintain insurance coverage sufficient to cover the activities and risks of the Project, and Grantee's acts and omissions in connection with performance of the Project, in accordance with generally accepted industry standards and as required by law.
8. UNF may monitor and conduct formal evaluations of operations under this grant, which may include a visit from UNF personnel or other representatives, including representatives from The U.S. Climate Alliance, to observe Grantee's projects (including the Project) and programs and to review and/or audit financial and other records and materials connected with activities supported by this grant. Grantee agrees to timely cooperate and assist UNF with such monitoring and evaluation activities.
9. The Grantee agrees to keep accurate and complete books and records of receipts and expenditures using grant funds during the term of this Agreement and for at least four (4) years thereafter, or such longer time period as required by applicable law, and will make these books and records available to UNF and its representative for inspection as reasonably required.
10. Subject to the terms of this Section, each Party may publicly announce (both orally, on its website(s) and in printed/digital material(s)), its relationship with the other Party and/or the grant; and may distribute press information to media contacts. For the avoidance of any doubt, the aforementioned rights include the right for a Party to use the other Party's name and/or logo in any such announcement in accordance with any provided branding guidelines and applicable consents for use. In order to ensure that there is no misunderstanding by the general public regarding UNF's involvement with the Project, the Grantee agrees to submit to UNF any public announcement relating to the Project for UNF's review and written consent prior to publishing. UNF's approval of any such communications or materials shall be given in its sole discretion. Grantee may, however, make reference to The U.S. Climate Alliance's support of Grantee's work generally as Grantee executes the Project.



11. UNF reserves the right, prior to submission for publication, to review and comment upon any documents, manuscripts, papers, exhibits or other materials that reference this grant. Grantee agrees to duly consider comments, suggestions, or issues that Grantor identifies as noteworthy or of significance for any such publications.
12. Interim and Final narrative and financial reporting is required in accordance with the following schedule:

Date Due	Report Type	Period Covered
September 30, 2021	Interim	October 1, 2020 – August 30, 2021
October 31, 2022	Final	October 1, 2020 - September 30, 2022

Please refer to the “Reporting Requirements” attached hereto as Exhibit B for reporting guidelines.

In addition to the reports set forth in the Reporting Requirements, Grantee is encouraged to submit intermittent updates of grant activities, providing a sense of what the organization is accomplishing with UNF’s grant.

13. Subject to the Grantee’s compliance with the terms of this Agreement, funding for this grant will be paid according to the following schedule:

Payment Date	Payment Amount	Period Covered
Upon Execution of the Grant Agreement	\$103, 197	October 1, 2020 – August 30, 2021
Upon satisfactory progress as reported in the Interim Report	\$103, 197	September 1, 2021 – September 30, 2022

It is anticipated that the grant will be paid in accordance with the disbursement schedule noted in this section. However, in the case of a multi-year grant or other grant payable in installments, the payment of each installment shall be additionally subject to a determination by UNF, in its sole and absolute discretion, that i) Grantee has provided all required reports and any other deliverables specified in this Agreement or otherwise requested by UNF in a timely manner; ii) payments received from UNF have been used solely for the purposes specified in this Agreement; iii) additional payments shall be used solely for the purposes specified in this Agreement; iv) Grantee has otherwise strictly complied with the terms and conditions of this Agreement; v) there have been no material changes in the Grantee’s operations, staffing or funding that would adversely affect the objectives for which the grant was authorized; and vi) the context in which the Project is to be executed has not been changed in such a manner that the objectives for which the funds were authorized are not likely to be adequately realized.

14. Grantee represents, warrants, and covenants: (i) acceptance of the grant funds and subsequent use of the same in conjunction with the Project will not violate any applicable state or federal law, statute, rule, or regulation; (ii) it has the requisite

authority to accept grant funds from a private organization is statutorily authorized; and, (iii) all representations, warranties, and covenants contained in this Agreement shall continue to be true throughout the term of this Agreement, and Grantee shall immediately notify UNF in writing if any representation, warranty, or covenant is no longer true.

15. The Grantee agrees that UNF's grant funds will be used in compliance with all applicable anti-terrorist financing and asset control laws, regulations, rules and executive orders, including, but not limited to, the USA Patriot Act of 2001, as amended, and the laws and regulations implemented by the U.S. Department of the Treasury Office of Foreign Assets Control ("OFAC"). In this regard, the Grantee agrees to take all necessary steps to ensure that no person or entity expected to receive funds in connection with this grant: a) is named on any list of suspected terrorists or blocked individuals maintained by the U.S. government, including but not limited to the Annex to Executive Order No. 13224 (2001) (Executive Order Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit, or Support Terrorism); b) is named on the List of Specially Designated Nationals ([www.treasury.gov/sdn](http://www.treasury.gov/sdn)), is named on any other OFAC Sanctions List, or is an entity owned or controlled by such persons; or c) in or with countries or territories against which the U.S. maintains comprehensive sanctions (such as, Cuba, Iran, Syria, North Korea and the Crimea Region of the Ukraine). The Grantee shall perform all necessary due diligence to assure that use of the grant funds is in compliance with all applicable laws.
16. The Grantee acknowledges that none of the activities financed by the grant violates U.S. laws that prohibit corrupt payments, gifts or other items of value (directly or indirectly) to anyone in order to improperly influence any act or decision relating to UNF or the Project or for the purpose of obtaining or retaining business and that the Grantee has not authorized any activity that would constitute such payments. The Grantee will take all steps necessary to assure that grant funds are not used to make corrupt payments in violation of this section.
17. UNF may modify, suspend, or discontinue any payment, and/or may terminate this Agreement if: a) UNF is not reasonably satisfied with the Grantee's progress on the Project; b) there are changes in the Grantee's leadership or other organizational factors that UNF reasonably believes may threaten the Project's success; c) funding for this Project is suspended or terminated by a UNF or U.S. Climate Alliance funder; d) there is a change in the Grantee's tax status; or e) the Grantee fails to comply with any of the terms of this Agreement. If this Agreement is terminated, no further distribution of grant funds shall be made to the Grantee, and Grantee will immediately return all unexpended funds to UNF.
18. UNF and the Grantee are independent contractors. Nothing in this Agreement is intended or shall be deemed to create an association, partnership, joint venture, agency or employer and employee relationship between the parties, or to authorize either party to act as agent for the other or to enter into contracts on behalf of the other.

- 19. Neither the Grantee nor any individual employed or contracted by the Grantee shall engage in any personal, business or professional activity that conflicts or could conflict with any of their respective obligations in relation to this Project, or that creates an actual or apparent conflict of interest.
- 20. The parties acknowledge this grant is a subgrant by UNF and funded wholly by supporters of the U.S. Climate Alliance.
- 21. This Agreement (including all attachments hereto, all of which are incorporated herein by reference) constitutes the entire agreement between UNF and the Grantee with respect to the subject matter hereof, and supersedes all prior agreements and understandings, whether oral or written, with respect to such subject matter. This Agreement may not be amended or modified except in a writing signed by UNF and the Grantee that specifically references this Agreement. All provisions of this Agreement that by their terms or nature should survive the expiration or termination of this Agreement shall so survive. Neither this Agreement nor any provision hereof shall be construed against either party on the grounds that this Agreement or such provision was drafted by said party. The provisions of this Agreement are severable, and the unenforceability of any provision of this Agreement shall not affect the enforceability of the remainder of this Agreement. This Agreement shall be deemed to be made under, and in all respects, interpreted under and governed by the laws of the State of Vermont without reference to its conflicts of laws rules or principles. This Agreement may be executed in counterparts and in electronic (pdf or facsimile) form, each of which shall be deemed to be an original but all of which together shall constitute a single instrument.
- 22. The special stipulations contained in Exhibit C are hereby incorporated herein by reference.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their respective duly authorized representatives on the dates indicated below.

**Agreed & Accepted:**

For the United Nations Foundation, Inc.:

For Vermont Department of Environmental Conservation:

10/7/2020

10/7/2020

Date: \_\_\_\_\_

Date: \_\_\_\_\_

DocuSigned by:  
*Lia Fordjour*  
2713A2BC9CA0457...

DocuSigned by:  
*Peter Walke*  
129F0843A8E2468...

Lia Fordjour  
Chief Financial Officer

Peter Walke  
Commissioner, Department of Environmental Conservation  
Tax ID:03-6000274

United Nations Foundation

**EXHIBIT A**

**UNITED STATES  
CLIMATE ALLIANCE**

**Application Form  
Climate Leadership Grant Program**

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**Please complete all below fields to the best of the applicant's ability. Please upload your complete application to your state-specific folder. All applications are due May 22, 2020 by 5pm ET.**

**1. Application Information**

<b>Applying State Office</b>	<b>Vermont Department of Environmental Conservation, Air Quality and Climate Division</b>
<b>Sponsoring USCA Alliance State Focal Point</b>	<b>Peter Walke, Commissioner, Vermont Department of Environmental Conservation</b>
<b>Name of Primary Contact</b>	<b>Heidi Hales</b>

Title and Office of Primary Contact	Director, Vermont Air Quality and Climate Division
Primary Contact Email and Phone Number	<a href="mailto:heidi.hales@vermont.gov">heidi.hales@vermont.gov</a> (802) 498-7338

## 2. Project Results

Please describe how you plan to use grant resources to achieve your climate goals. In your narrative, please provide measurable, time-bound results expected to be achieved during the grant period, and long-term outcomes this grant would support. Also explain the potential for achieving emission reductions and carbon sequestration at scale, or implementing substantial climate resilience programs.

### ***Plan to use grant resources to achieve climate goals***

As a USCA member, Vermont has committed to the bipartisan effort to implement policies that advance the goals of the Paris Agreement to reduce GHG emissions by at least 26-28% below 2005 levels by 2025. In addition to the Governor's commitment to uphold the goals of the Paris agreement, Vermont has established aggressive greenhouse gas (GHG) reduction goals in both state statute and the 2016 Comprehensive Energy Plan (see Figure 1). Additionally, the Vermont Legislature has proposed the Vermont Global Warming Solutions Act<sup>1</sup>, which if signed into law, would make Vermont's GHG goals mandatory, and require that Vermont adopt and implement rules to achieve the State's GHG reduction requirements.

If the Global Warming Solutions Act becomes law, the scope of the work for this position is not anticipated to change significantly. However, additional responsibilities may include assisting in providing administrative, scientific and technical assistance on climate change mitigation strategies to the climate council, who will be responsible for analyzing and evaluating strategies to reduce GHG emissions and adopting a Climate Action Plan by December 2021.

While our most recent inventory estimates that Vermont's GHG emissions are approximately 13% above the 1990 baseline emissions levels, in recent years Vermont has decreased overall emissions. However, more significant, and sustained reductions are required to make meaningful progress toward Vermont's GHG emission reduction goals. However, the state has had limited

<sup>1</sup> Vermont Global Warming Solutions Act, H.462:  
<https://legislature.vermont.gov/Documents/2020/Docs/BILLS/H-0462/H-0462%20As%20Introduced.pdf>

resources to plan, enact and implement strategies to strategically reduce GHG and other climate forcing pollutant emissions in Vermont. Vermont has had limited resources to support strategic, scientific, and coordinated climate mitigation planning, and implementation. This lack of capacity has severely limited Vermont's ability to decrease GHG emissions, and to make progress toward reaching our climate mitigation goals.

Grant resources from the US Climate Alliance would provide the funding to support one, full-time, upper level staff person, for two years, in the Vermont Air Quality and Climate Division, reporting to the Director of Air Quality and Climate Division. This senior level position would provide increased capacity for Vermont to plan, coordinate, and implement vitally important and necessary climate mitigation planning and implementation work. The senior level climate leader will assist with coordinating, planning, and leading development of a GHG mitigation pathways technical assessment, in collaboration with other state agencies and stakeholders. Further this position will help to develop, with input from state partners, stakeholders, the legislature, and potentially the climate council formed in the Global Warming Solutions Act, proposed implementation strategies and scenarios for reducing emissions to strategically reduce GHG emissions in Vermont. Without these additional resources from the US Climate Alliance, Vermont's ability to meet its climate mitigation goals will remain significantly limited.

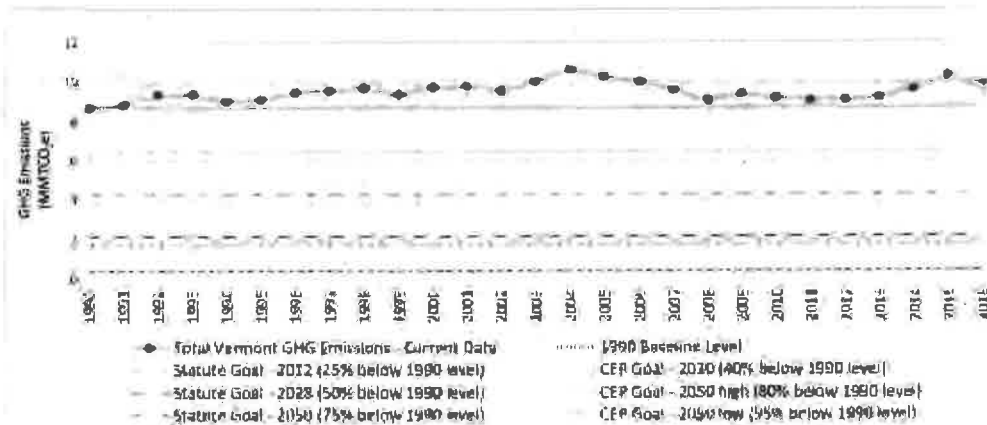


Figure 1: Vermont historic GHG emissions estimates and emission reduction goals<sup>2,3</sup>

**Measurable, time-bound results during grant period**

**Year 1. Proposed Activities and Results:**

<sup>2</sup> 10 VSA Section 578: <https://legislature.vermont.gov/statutes/section/10/023/00578>

<sup>3</sup> Vermont Comprehensive Energy Plan (CEP) 2016:

[https://publicservice.vermont.gov/publications-resources/publications/energy\\_plan](https://publicservice.vermont.gov/publications-resources/publications/energy_plan)

**Months 1-2:** Recruit and hire for Climate Leadership position

**Months 2-5:** Begin climate mitigation planning. Research, and coordination work on development of a Vermont GHG mitigation pathway technical assessment to reach Vermont's GHG reduction goals

- Conduct research on other state government GHG mitigation pathway technical reports and assessments
- Coordinate a scenario analysis of GHG reduction pathways for major emission sectors in VT
  - Coordinate and review analysis and estimations of GHG reductions relative to baseline case scenarios
- Assist in the development and coordination for recommended scenarios for analysis, including baseline case scenario
- Begin planning and development of various recommended climate mitigation scenarios for each sector in Vermont
- Begin planning and development of proposed GHG reduction pathways for each sector
- Assist in finalizing the development of scenarios and pathways for analysis for Vermont to reach GHG emissions reductions goals
- Coordination with State agencies and departments on mitigation strategies, timelines, and potential actions
- Present information on scenarios modeling to state agencies, and stakeholders

**Months 6-10:** Develop and provide outreach and communication materials and presentations on climate mitigation strategies and how they are related to Vermont's GHG goals

- Assist in preparing information and presenting information on scenarios modeling to other state agencies, and stakeholders
- Stakeholder outreach on mitigation strategies for input into Vermont GHG mitigation plan<sup>4</sup>

**Months 10-12:** Based on GHG mitigation planning begin to develop policy recommendations and estimated emissions reductions needed to reach Vermont's GHG reduction goals

- Potential electrification of transportation sector (potential incentives and legislation)
  - Light-duty vehicle electrification
  - Medium and Heavy-Duty vehicle (on road)
  - Nonroad Mobile Sources
  - Installation of EVSE
    - Level 2 workplace, destination, and MUD locations
    - DCFC along travel corridors
  - Exploration of H2 applicability in VT for heavy-duty sector

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<sup>4</sup> If the GWSA becomes law, this step will be used to provide technical information to the ANR representative on the Climate Council

- Residential, Commercial, and Industrial (RCI) Fuel Use
- Agriculture

**Months 1-12:** Coordination with USCA members and staff, participation on calls and in meetings, sharing methodologies and best practices

**Year 1 Milestone:** hiring of a senior climate policy position and the development of a draft Vermont climate mitigation plan, with input from other state agencies, and stakeholders

**Year 2 Proposed Activities and Results:<sup>5</sup>**

**Months 13-16:** Finalize Vermont GHG mitigation pathway technical assessment

**Months 16-17:** Begin coordination with state agencies and stakeholders to plan for implementation of the GHG mitigation measures

- Identify areas for proposed rulemaking, incentive program, and other actions

**Months 13-16:** Finalize policy priorities for GHG mitigation

**Month 17:** Begin implementation of GHG mitigation actions

**Months 17-19:** Begin development of potential rulemaking recommendations for State Agencies, with stakeholder input

**Months 17- 23:** Begin development and adoption on Agency of Natural Resources (ANR) rulemaking and other programs

- Draft proposed rules, and work to adopt rules

**Months 16-24:** Begin implementation of sector-specific strategies to reduce emissions of GHGs in Vermont

**Months 13-24:** Continue stakeholder and State agency collaboration

**Months 13-24:** Provide outreach and communication to Vermont state agencies and stakeholders on climate mitigation and Vermont's goals, planning and implementation of plan

**Months 13-14:** Continued enhanced coordination with USCA members and staff

**Months 13-24:** Provide information to collaborating state agencies and stakeholders on expanding or scaling-up methodologies, and strategies in GHG mitigation planning

**Months 13-24:** Assist in providing information on observed preliminary estimates of reductions in GHG emissions in certain sectors to AQCD staff developing the annual Vermont GHG Emissions Inventory and Forecast Report

**Months 13-24:** Evaluate and update GHG planning, modeling, implementation, and outreach work, as needed, collaborate on potential updates to plans to meet GHG reduction goals

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<sup>5</sup> If the GWSA becomes law, work in year 2 will be adjusted to align with the schedule set forth in the rule, and technical support will be provided to the ANR representative on the Climate Council



**Year 2 Milestone:** Implementation of specific actions to reduce GHG emissions in Vermont.

**Long-term outcomes**

The USCA grant would support long-term climate mitigation outcomes by providing the funding to support the work to establish the foundation for GHG, and other climate forcers, emissions reductions to reach Vermont's GHG reduction short- and long-term goals. Without the resources to establish a mitigation plan, strategic and quantitative efforts to reduce emissions would be limited. By providing the funding now, Vermont would be able to establish a baseline for emission reduction work, and ultimately transition to long-term climate mitigation accounting and reductions, as well as potentially transitioning to more comprehensive state-wide mitigation work. Specifically, Vermont would set the groundwork for effective GHG mitigation planning and provide for the periodic review of strategies to reduce GHG emissions and deliver annual updates on progress as part of the GHG Inventory and Forecast report. Ideally, the long-term outcome will be that Vermont is able to meet its GHG reduction goals.

Specifically, with the development of a Vermont GHG mitigation pathway technical assessment, strategic policy actions will be implemented in Vermont to decrease GHG emissions. Most recently, Vermont's largest sources of GHG emissions include the transportation, and RCI fuel use. It is anticipated that specific actions and policies, such as legislation and incentives, will be enacted to decrease emissions from these sectors, in addition to other, smaller emission sectors.<sup>6</sup>

**Potential for achieving emission reductions and carbon sequestration at scale, or implementing climate resilience programs**

While Vermont has not reached its established GHG emissions goals, it has enacted several programs to reduce GHG emissions, focused on climate mitigation. Vermont is not requesting funds to support work on carbon sequestration or climate resilience programs.

Vermont is poised to take effective action to reduce GHG and other climate forcing emissions. As a smaller, rural state, with a Republican governor, and a Democratic majority legislature, we have the political equation to do significant work in Vermont that can be extended to other rural, forested and agricultural states, with additional resources to allow for creative and innovative solutions. Vermont has a history of environmental innovation, despite our small staff and limited financial resources. Vermont has been one of the first states to step-up

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<sup>6</sup> If the GWSA becomes law, the process and schedule of the law will be adhered to, and this position will support the work of the Agency of Natural Resources

and move forward with climate-related initiatives such as adoption of CA motor vehicle standards, RGGI, ZEV MOU, ZEV rule, and HFC rulemaking. While Vermont has not had dedicated funding to support our climate work, the state has engaged with other states on this important work. If we were to have increased resources to support higher level GHG mitigation planning and implementation work, these additional resources have the potential to make a significant impact on Vermont's climate mitigation actions.

### 3. Project Activities

Please describe the project activities, providing a theory of change for how this set of activities will help achieve the goals described above.

- **Project Activities:** Funding to support one staff person with the Vermont Air Quality and Climate Division (AQCD) for a total of two years. Funding is requested to support staff salary, benefits, and potential travel. By having an upper-level dedicated staff person to focus on work to make progress toward meeting the Governor's GHG mitigation goals, the State will have the resources to develop and implement a quantitative and strategic plan and process to reduce GHG emissions, and other climate forcing pollutants. The theory of change for how these activities will help to achieve the goals outlined above is that we will have a person dedicated to working on climate mitigation activities, and to plan for and move strategic work to reduce GHG emissions forward. For Vermont to reach the goals outlined above, staff resources need to be available to focus on research, policies and methods to reduce GHG emissions and to make progress toward reaching our GHG reduction goals. At this time, the State has not had the resources to dedicate a staff person to focus on this important work.
  
- Further, if the Global Warming Solutions Act becomes law, the person funded by this position would continue to support planning and actions for reaching Vermont's GHG reduction goals as well as transitioning to help lead and manage the newly formed Committee, and State-wide climate plan. The funding provided by the USCA to fund a position, would help to launch the transition to work on the proposed Global Warming Solutions Act. However, please note, that if this bill does not pass, the State continues to be committed to climate mitigation, and these funds would be used to work on delivering priorities to make plan and progress toward meeting the Governor's climate change mitigation goals.

If grant resources will support additional staffing, please also provide:

- an overview of the agency/program receiving additional staff support; and,
  - The Vermont Air Quality and Climate Division, within the Vermont Department of Environmental Conservation, is the program requesting additional staff support to advance its existing climate mitigation work. The Air Quality and Climate Division's goal is to work to protect the public and the environment from the adverse effects of air pollution. In addition to conducting air quality monitoring, permitting, compliance and planning, the Division also works to implement and plan for RGGI, ZEV, TCI and development of the annual GHG Inventory. Staff in the Mobile Sources and Planning Section are available to support climate mitigation work.
- a description of the infrastructure and resources in place to support the new staff person in achieving the office's policy goals (e.g. other staff resources, office placement).
  - The staff person would be housed within the Air Quality and Climate Division, and report directly to the Division Director, with close coordination with the Planning and Mobile Sources Sections. An office would be established within the Air Quality and Climate Division, and the individual would participate in section meetings related to climate mitigation, interdepartmental climate coordination meetings, and would regularly consult with the Air Quality and Climate Division Director, and the Department of Environmental Conservation Commissioner on GHG mitigation work.

#### 4. Scaling-up Results

U.S. Climate Alliance members benefit by learning from each other, and given the scale of their shared market, adoption of substantially similar policies across states can have a transformational impact across the country. How would the results and learning from this be scaled up? As part of your narrative, please describe:

- state engagement within the Alliance, especially current or expected leadership roles in the Alliance or regionally, and areas of focus that help to advance both state priorities and Alliance-wide priorities;
  - With the funding to support a climate mitigation position, we look forward to increasing engagement with the USCA, and regionally, to focus on our mitigation planning, as well as having the opportunity to learn from and engage with other member states.

This individual supported by this funding could help to advance both state climate mitigation priorities, and also USCA-wide priorities by participating in calls and meeting and engaging with other USCA states on regional work. Additionally, this individual would help keep the Commissioner and Division Director engaged and informed on USCA activities.

- replicability across Alliance states; and consideration of regional, political, sectoral or other diversity
  - Vermont agrees that replicability across Alliance states and within the region is an important component of carbon mitigation strategies. By having increased resources for climate leadership within the Air Quality and Climate Division, we would expect to have increased capacity to not only learn from other Alliance states, but also to contribute and share our work with members, and the region. As a smaller, New England state, with a Republican governor, Vermont is in a unique position to provide for replicability across USCA states. With a history of early climate action, and climate mitigation action planning supported by both the Governor, and the State Legislature, Vermont is a nimble state, poised to act. The rural character of Vermont, coupled with a higher VMT, are characteristics shared, but not necessarily prioritized by other larger states. As priorities for Vermont, our dedicated resources would be used to develop planning, inventory and mitigation strategies that could be scaled-up (or down) for other states. Further, as a State located in the mid- and northern tier of New England, and bordering Canada, regional collaboration and emissions reductions, and carbon sequestration are important components of our climate work both within Vermont and across the region with a need for collaboration.
- consideration of regional, political, sectoral or other diversity that would help make a case for climate action across the United States.
  - Even though Vermont contributes a small fraction to the overall US GHG emissions total, it has the opportunity to be a leader in the implementation of strategies to mitigate the effects of GHG emissions. As a rural, highly forested state, with potential for increased carbon sequestration, Vermont's unique character, coupled with its Republican Governor, puts it in a position to demonstrate that significant emissions reductions can be achieved in a rural, low-population state with a relatively small fraction of regional emissions, with a potential opportunity to increase carbon sequestration. With Vermont's carbon emissions dominated by the transportation, residential/commercial fuel, and agricultural sectors, regional and international strategies are

critically important, particularly as we work to reduce emissions from the transportation sector.

## 5. Grant Administration

***Sub-Grant Mechanism:*** Is the applying state/agency able to receive a sub-grant from a 501(c)(3) organization to support the proposed activities?

If yes, please provide a description of the legal authority allowing the applying state/agency to receive the sub-grant funding for the purposes contemplated by this application.

Yes, the Vermont Department of Environmental Conservation, Air Quality and Climate Division, is applying to receive a sub-grant from a 501(c)(3) organization to support the proposed activities. The legal authority to receive these funds is included within the Vermont Air Pollution Control Statutes (10 VSA Section 554<sup>7</sup>), and specifically states:

*"In addition to any other powers conferred on him or her by law, the Secretary shall have the power to:*

...

*(15) Accept, receive, and administer grants or other funds or gifts from public and private agencies, including the federal government, for the purpose of carrying out any of the functions of this chapter. The funds received by the Secretary pursuant to this section shall be deposited in the state treasury to the account of the Secretary."*

The policy and purpose of Chapter 23: Air Pollution Control (see 10 VSA Section 551<sup>8</sup>) is "to achieve and maintain such levels of air quality as will protect human health and safety, and to the greatest degree practicable, prevent injury to plant and animal life and property..."

## 6. USCA Support

Please describe whatever support, including communications and any other capacities, that would be expected from the U.S. Climate Alliance to support the grant program.

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<sup>7</sup> The Vermont Statutes Online, Title 10: Conservation And Development, Chapter 023: Air Pollution Control, Section 554: <https://legislature.vermont.gov/statutes/section/10/023/00554>

<sup>8</sup> The Vermont Statutes Online, Title 10: Conservation And Development, Chapter 023: Air Pollution Control, Section 551: <https://legislature.vermont.gov/statutes/section/10/023/00551>

The USCA has provided support to Vermont as we have worked to enact policy, guidance, and incentives to reach the Governor’s and Vermont’s GHG reduction goals. Further, the USCA has provided a valuable platform for Vermont to collaborate with other member states on GHG reduction commitments and strategies. This partnership has been very valuable, and with funding from the USCA to support a dedicated staff member, we expect to have significant expanded capacity to increase our participation and engagement with the USCA as we work to deliver priorities to meet the Governor’s climate goals.

With funding from the USCA, we would expect to continue to rely on the USCA to provide expertise, a forum for collaboration, as well as a platform for accelerating, developing, and sharing GHG mitigation and carbon sequestration approaches. As a heavily forested state, with a significant agricultural sector, the USCA can help Vermont collaborate with other appropriate member states on developing inventories and mitigation strategies in these important sectors. Further, the international dialog and partnerships provided by the USCA will continue to be an area of valuable support by the USCA.

**7. Budget**

Please provide an itemized project budget.

The requested itemized program budget is below. A more comprehensive budget will be submitted if Vermont is selected for funding, and if requested. A total of \$206,394 is requested to support one full-time, upper level position for two years, with associated travel.

	Amount Requested Year 1 (\$)	Amount Requested Year 2 (\$)	Total (\$)
<b>Personnel</b>			<b>201,394</b>
1 upper-level staff person salary, 100%, 12 months	75,458	75,458	
Fringe benefits	25,239	25,239	
<b>Travel</b>			<b>5,000</b>
In-state travel: stakeholder and state government collaboration	500	500	
Out-of-state travel: regional USCA collaboration, other climate mitigation meetings	2,000	2,000	
<b>Total Request, 2 years</b>			<b>206,394</b>

**8. Representations**

By submitting this application to the USCA Climate Leadership Grant Program, applicant agrees:

- a. disbursement of any funds is expressly contingent upon the prior execution of a formal grant agreement;
- b. all necessary approvals were obtained in accordance with applicable law;

- c. no portion of this grant will be used for any lobbying activities, as defined by the Internal Revenue Code, and the amount of the requested grant does not exceed the amount budgeted (if any) for non-lobbying activities related to the Climate Leadership Grant Program; and,
- d. any grant resources that may be provided will not be used to replace a current or existing source of funding.

Vermont agrees.

*Thank you for your application!*

## EXHIBIT B

### REPORTING REQUIREMENTS

UNF requires for our records an interim and final report on the schedule specified in Section 11 of the Agreement. Each report must: i) describe in narrative fashion what was achieved with the grant funds; and ii) provide a full financial accounting of the grant funds.

#### **I. Narrative Report**

Each narrative report must, in five (5) pages or less, summarize how the grant funds were used and the results that were achieved. The report will be used by UNF staff to evaluate and provide an overview of your work to our Board of Directors. Please address the following topics in your report:

- a. Please describe any notable accomplishments (updates on major meetings, achieved benchmarks, major gifts, etc.). For each accomplishment, please describe any activities that contributed substantially to these successes.
- b. Address all challenges or obstacles that were experienced with respect to performance of the project during the reporting period. Were these challenges outlined in the original grant proposal? Describe how these challenges were addressed and if it is possible to prevent them from reoccurring.
- c. Please describe the tangible results of the project. What did the project produce (e.g.: print publications, scholarship, conference costs)? If your grant was for operating support, please include how the accomplishments were supported with operating funds (e.g.: staff salary, meeting expenses, supplies, etc.). We would like to know the productive activities that are produced by supporting your operational infrastructure.
- d. Please submit copies of significant reports, books or media productions that stem from your efforts in connection with this grant.

#### **II. Financial Report**

Each financial report must be as detailed as possible and include the following:

- a. A line item comparison of budgeted versus actual expenses as they relate *specifically to this grant*.
- b. A statement certifying that all grant funds were expended for the purposes of the grant. If the entire grant funds have not been expended, please explain the proposed usage of the unexpended amount.
- c. An explanation of any variance from the project budget submitted with your organization's proposal.



**EXHIBIT C**

**SPECIAL STIPULATIONS**

None