



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee members
From: Daniel Dickerson, Fiscal Analyst
Date: October 3, 2016
Subject: Grant Request #2851, #2852, #2853, #2854

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

JFO #2851 – \$535,500 grant from the U.S. Department of Health and Human Services to the Vermont Dept. of Health (VDH). The funds will be used to develop services specifically for seniors at the statewide legal hotline, Vermont Law Help, as well as to provide legal training and outreach with entities throughout the State. VDH will act as a pass-through for the funds with Vermont Legal Aid being the ultimate recipient. Vermont Legal Aid will be providing additional in-kind services valued at approximately \$179,526 over the three-year grant period.

[JFO received 9/23/16]

JFO #2852 – **One (1) limited-service position** within the Vermont Dept. of Health. The position would be titled Public Health Program Administrator and will perform planning, administrative and policy work to include development of local health care delivery systems, planning for emergency situations and addressing other public health issues. This work has been performed on a part-time basis by the Director of Preventive Reproductive Health but the Department would like to give these functions full-time staff attention. The position will be paid for from the recently renewed Personal Responsibility Education Program grant (\$250,000) from the U.S. Administration for Children & Families through the end of calendar year 2018.

[JFO received 9/23/16]

JFO #2853 – \$750,000 grant from the Center for Disease Control and Prevention to the Vermont Dept. of Health. The funds will be used to enable the Department to develop internal capacity to incorporate evidence-based strategies for individuals with disabilities into current health promotion/disease prevention efforts. **One (1) limited-service position**, titled Chronic Disease Program Specialist, is associated with this request. The Department is seeking approval to receive \$150,000 in State FY17 as well as approval to establish the position. The remaining funds will be built into future year budget requests.

[JFO received 9/26/16]

JFO #2854 – \$131,542 grant from the U.S. Dept. of Housing and Urban Development to the Vermont Dept. of Children and Families. The funds will be used by the Department's Office

of Economic Opportunity to provide rapid re-housing and rental assistance and support for families and individuals in Chittenden County who experience homelessness as a result of domestic abuse. The federal dollars require a match and Steps to End Domestic Violence will provide the match in the form of in-kind services (approx. \$36,063), for a grant total of \$167,605.

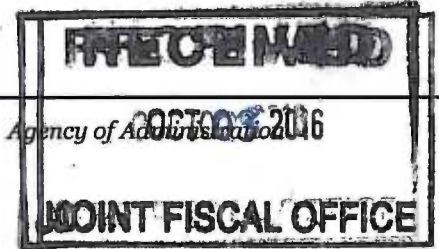
[JFO received 10/3/16]

Please review the enclosed materials and notify the Joint Fiscal Office (Daniel Dickerson at (802) 828-2472; ddickerson@leg.state.vt.us) if you have questions or would like an item held for legislative review. Unless we hear from you to the contrary by October 17, 2016 we will assume that you agree to consider as final the Governor's acceptance of these requests.



VERMONT

JFO 2854



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

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

STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM

Grant Summary:		\$131,542 FF to DCF for rapid re-housing via rental assistance and support services to households made homeless by domestic or sexual violence.			
Date:		9/23/2016			
Department:		AHS DCF OEO			
Legal Title of Grant:		Continuum of Care Program Grant Agreement			
Federal Catalog #:		14.267 / Economic and Infrastructure Development Grant Program			
Grant/Donor Name and Address:		US Dept of HUD, Office of Community Planning & Devel, Thomas P. O'Neill Federal Building, 10 Causeway Street, Boston, MA 02222			
Grant Period:		From:	To:		
		10/1/2016	9/30/2017		
Grant/Donation		167,605			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$131,542	\$0	\$0	\$0	Requires a match. An existing GF award the meets match requirement.
Position Information:		# Positions	Explanation/Comments		
		0	Steps to End Domestic Violence will provide services and re-housing assistance through a subrecipient grant agreement with OEO		
Additional Comments:					
Department of Finance & Management				<i>JG</i> (Initial)	
Secretary of Administration				<i>me</i> (Initial)	
Sent To Joint Fiscal Office				Date	



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

BASIC GRANT INFORMATION				
1. Agency:	Agency of Human Services			
2. Department:	Department for Children and Families/Office of Economic Opportunity			
3. Program:	Homeless Assistance Program			
4. Legal Title of Grant:	Continuum of Care Program			
5. Federal Catalog #:	14.267			
6. Grant/Donor Name and Address:	US Department of Housing and Urban Development, Office of Community Planning and Development Thomas P. O'Neill Federal Building, 10 Causeway Street, Boston, MA 02222			
7. Grant Period:	From:	10/1/2016	To:	9/30/2017
8. Purpose of Grant:	Rental assistance and support services to households made homeless by domestic or sexual violence.			
9. Impact on existing program if grant is not Accepted:	This is new funding awarded competitively through the annual HUD Continuum of Care competition. Funding will relieve pressure on the emergency shelter system in Chittenden County and re-house a minimum of 8 households annually.			
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2017	FY	FY	
Personal Services	\$4,000	\$	\$	
Operating Expenses	\$	\$	\$	
Grants	\$163,605	\$	\$	
Total	\$167,605	\$	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$36,063	\$	\$	
Federal Funds:	\$131,542	\$	\$	
(Direct Costs)	\$131,542	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$167,605	\$	\$	
Appropriation No:	3440100000	Amount:	\$131,542	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	

SEP 22 2016

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

	Total \$131,542
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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
Total Positions		

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: <i>[Signature]</i>	Date: 9/2/16
	Title: DCF Commissioner	
	Signature: Paul W. Mason	Date: 8-19-16
	Title: AHS Deputy Secretary	

14. SECRETARY OF ADMINISTRATION

<input type="checkbox"/>	Approved:	(Secretary or designee signature) <i>[Signature]</i>	Date: 09/20/16
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15. ACTION BY GOVERNOR

<input checked="" type="checkbox"/>	Check One Box: Accepted	(Governor's signature) <i>[Signature]</i>	Date: 9/29/16
<input type="checkbox"/>	Rejected		

16. DOCUMENTATION REQUIRED

Required GRANT Documentation	
<input checked="" type="checkbox"/> Request Memo <input type="checkbox"/> Dept. project approval (if applicable) <input type="checkbox"/> Notice of Award <input checked="" type="checkbox"/> Grant Agreement <input checked="" 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

(*) 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).

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9/13/16
29/mk



State of Vermont
Department for Children and Families
Office of Economic Opportunity
280 State Drive HC-1 North
Waterbury, VT 05671-1050
<http://dcf.vermont.gov/oeo>

Agency of Human Services

[phone] 802-241-0935

August 29, 2016

RE: AA1 for Acceptance of Continuum of Care Grant to the Office of Economic Opportunity

Dear Committee Members,

On August 18, 2016, the Office of Economic Opportunity (OEO) was awarded a grant Continuum of Care Program grant from the U.S. Department of Housing and Urban Development (HUD). This grant project, titled Domestic Violence Housing First, will provide rapid re-housing rental assistance and support services individuals and families in Chittenden County who have become homeless as a result of domestic or dating violence. The project is limited by HUD to Chittenden County, as it was awarded as part of the Chittenden Continuum's of Care competitive application to HUD.

The funds from this grant represent a new investment of federal funding (\$131,542) in Vermont's effort to end homelessness. The grant award to OEO is 100% federal funds. Steps to End Domestic Violence (formerly Women Helping Battered Women) will provide services and re-housing assistance through a subrecipient grant agreement with the Office of Economic Opportunity. A small amount of awarded funds will support OEO grant administration. OEO's SFY16 Housing Opportunity Grant Program (HOP) award to Steps to End Domestic Violence is \$153,000, 100% general fund; these existing funds meet the match requirement to receive this new federal HUD grant award.

Please feel free to contact myself at (802) 585-9218 or via email at sarah.phillips@vermont.gov with any questions or concerns. The Office of Economic Opportunity would appreciate your support in acceptance of this grant award. Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Sarah Phillips".

Sarah Phillips
Chief Administrator



U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Thomas P. O'Neill Federal Bldg.
10 Causeway Street
Boston, MA 02222

Tax ID No.: 03-6000264
CoC Program Grant Number: VT0059L1T011500
Effective Date: 8/18/2016
DUNS No.: 809376155 - 0000

CONTINUUM OF CARE PROGRAM GRANT AGREEMENT

This Grant Agreement ("this Agreement") is made by and between the United States Department of Housing and Urban Development ("HUD") and State of Vermont (the "Recipient").

This Agreement is governed by title IV of the McKinney-Vento Homeless Assistance Act 42 U.S.C. 11301 et seq. (the "Act") and the Continuum of Care Program rule (the "Rule").

The terms "Grant" or "Grant Funds" mean the funds that are provided under this Agreement. The term "Application" means the application submissions on the basis of which the Grant was approved by HUD, including the certifications, assurances, and any information or documentation required to meet any grant award condition. All other terms shall have the meanings given in the Regulation.

The Application is incorporated herein as part of this Agreement, except that only the project listed, and only in the amount listed on the Scope of Work exhibit, are funded by this Agreement. In the event of any conflict between any application provision and any provision contained in this Agreement, this Agreement shall control.

Exhibit 1, the FY2015 Scope of Work, is attached hereto and made a part hereof. If appropriations are available for Continuum of Care grants; if Recipient applies under a Notice of Funds Availability published by HUD; and, if pursuant to the selection criteria in the Notice of Funds Availability, HUD selects Recipient and one or more projects listed on Exhibit 1 for renewal, then additional Scope of Work exhibits may be attached to this Agreement. Those additional exhibits, when attached, will also become a part hereof.

The effective date of the Agreement shall be the date of execution by HUD and it is the date use of funds under this Agreement may begin. Each project will have a performance period that will be listed on the Scope of Work exhibit(s) to this Agreement. For renewal projects, the period of performance shall begin at the end of the Recipient's final operating year for the project being renewed and eligible costs incurred for a project between the end of Recipient's final operating year under the grant being renewed and the execution of this Agreement may be paid with funds from the first operating year of this Agreement. For each new project funded under this Agreement, Recipient and HUD will set an operating start date in eLOCCS, which will be used to track expenditures, to establish the project performance period and to determine when a project is eligible for renewal. Recipient hereby authorizes HUD to insert the project performance period for new projects into the exhibit without Recipient signature, after the operating start date is established in eLOCCS.

This Agreement shall remain in effect until termination either: 1) by agreement of the parties; 2) by HUD alone, acting under the authority of 24 CFR 578.107; 3) upon expiration of the final performance period for all projects funded under this Agreement; or 4) upon the expiration of the period of availability of funds for all projects funded under this Agreement.

Recipient agrees:

1. To ensure the operation of the project(s) listed on the Scope of Work in accordance with the provisions of the Act and all requirements of the Rule;
2. To monitor and report the progress of the project(s) to the Continuum of Care and HUD;
3. To ensure, to the maximum extent practicable, that individuals and families experiencing homelessness are involved, through employment, provision of volunteer services, or otherwise, in constructing, rehabilitating, maintaining, and operating facilities for the project and in providing supportive services for the project;
4. To require certification from all subrecipients that:
 - a. Subrecipients will maintain the confidentiality of records pertaining to any individual or family that was provided family violence prevention or treatment services through the project;
 - b. The address or location of any family violence project assisted with grant funds will not be made public, except with written authorization of the person responsible for the operation of such project;
 - c. Subrecipients will establish policies and practices that are consistent with, and do not restrict, the exercise of rights provided by subtitle B of title VII of the Act and other laws relating to the provision of educational and related services to individuals and families experiencing homelessness;
 - d. In the case of projects that provide housing or services to families, that subrecipients will designate a staff person to be responsible for ensuring that children being served in the program are enrolled in school and connected to appropriate services in the community, including early childhood programs such as Head Start, part C of the Individuals with Disabilities Education Act, and programs authorized under subtitle B of title VII of the Act;
 - e. The subrecipient, its officers, and employees are not debarred or suspended from doing business with the Federal Government; and
 - f. Subrecipients will provide information, such as data and reports, as required by HUD; and
5. To establish such fiscal control and accounting procedures as may be necessary to assure the proper disbursement of, and accounting for grant funds in order to ensure that all financial transactions are conducted, and records maintained in accordance with generally accepted accounting principles, if the Recipient is a Unified Funding Agency;
6. To monitor subrecipient match and report on match to HUD;
7. To take the educational needs of children into account when families are placed in housing and will, to the maximum extent practicable, place families with children as close as possible to their school of origin so as not to disrupt such children's education;
8. To monitor subrecipients at least annually;
9. To use the centralized or coordinated assessment system established by the Continuum of Care as required by the Rule. A victim service provider may choose not to use the Continuum of Care's centralized or coordinated assessment system, provided that victim service providers in the area use a centralized or coordinated assessment system that meets HUD's minimum requirements and the victim service provider uses that system instead;

10. To follow the written standards for providing Continuum of Care assistance developed by the Continuum of Care, including those required by the Rule;
11. Enter into subrecipient agreements requiring subrecipients to operate the project(s) in accordance with the provisions of this Act and all requirements of the Rule; and
12. To comply with such other terms and conditions as HUD may have established in the applicable Notice of Funds Availability.

HUD notifications to the Recipient shall be to the address of the Recipient as stated in the Application, unless HUD is otherwise advised in writing. Recipient notifications to HUD shall be to the HUD Field Office executing the Agreement. No right, benefit, or advantage of the Recipient hereunder may be assigned without prior written approval of HUD.


The Agreement constitutes the entire agreement between the parties hereto, and may be amended only in writing executed by HUD and the Recipient.

By signing below, Recipients that are states and units of local government certify that they are following a current HUD approved CHAS (Consolidated Plan).

This agreement is hereby executed on behalf of the parties as follows:

**UNITED STATES OF AMERICA,
Secretary of Housing and Urban Development**

By:



(Signature)

Robert Shumeyko, Director

(Typed Name and Title)

August 18, 2016

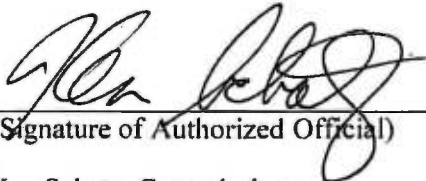
(Date)

RECIPIENT

State of Vermont

(Name of Organization)

By:



(Signature of Authorized Official)

Ken Schatz, Commissioner

(Typed Name and Title of Authorized Official)

8/24/16

(Date)

Tax ID No.: 03-6000264
CoC Program Grant Number: VT0059L1T011500
Effective Date: 8/18/2016
DUNS No.: 809376155 - 0000

EXHIBIT 1
SCOPE OF WORK for FY2015 COMPETITION

1. The project listed on this Scope of Work is governed by the Continuum of Care program Interim Rule attached hereto and made a part hereof as Exhibit 1a. Upon publication for effect of a Final Rule for the Continuum of Care program, the Final Rule will govern this Agreement instead of the Interim Rule. The project listed on this Exhibit at 4 below, is also subject to the terms of the Notice of Funds Availability for the fiscal year listed above.
2. The Continuum that designated Recipient to apply for grant funds (has/has not) been designated a high performing community by HUD for the applicable fiscal year.
3. Recipient is not the only Recipient for the Continuum of Care. HUD's total funding obligation for this grant and project is \$__131542__, allocated between budget line items, as indicated in 4. below.
4. HUD agrees, subject to the terms of this Agreement, to provide the Grant funds for the project application listed below in the amount specified below to be used during the performance period established below. However, no funds for new projects may be drawn down by Recipient until HUD has approved site control pursuant to the Rule and no funds for renewal projects may be drawn down by Recipient before the end date of the project's final operating year under the grant that has been renewed.

Project No.	Performance Period
VT0059L1T011500	

Allocated between budget line items as follows:

a. Continuum of Care planning activities	\$ 0
b. UFA costs	\$ 0
c. Acquisition	\$ 0
d. Rehabilitation	\$ 0
e. New construction	\$ 0
f. Leasing	\$ 0
g. Rental assistance	\$ 103872
h. Supportive services	\$ 23670
i. Operating costs	\$ 0
j. Homeless Management Information System	\$ 0
k. Administrative costs	\$ 4000

In accordance with the Rule, Recipient is prohibited from moving more than 10% from one budget line item in a project's approved budget to another without written amendment to this Agreement.

5. If grant funds will be used for payment of indirect costs, pursuant to 2 CFR 200, Subpart E - Cost Principles, the Recipient is authorized to insert the Recipient's federally recognized indirect cost rates (including if the de minimis rate is charged per 2 CFR §200.414) on the attached Federally Recognized Indirect Cost Rates Schedule, which Schedule shall be incorporated herein and made a part of the Agreement. No indirect costs may be charged to the grant by the Recipient if their federally recognized cost rate is not listed on the Schedule. Do not include indirect cost rates for Subrecipients, however, Subrecipients may not charge indirect costs to the grant if they do not also have a federally recognized indirect cost rate.
6. The project has/has not been awarded project-based rental assistance for a term of fifteen (15) years. Funding is provided under this Scope of Work for the performance period stated in paragraph 4. Additional funding is subject to the availability of annual appropriations.
7. Program income earned during the grant term shall be retained and may either be 1) added to funds committed to the project by HUD and the recipient and used for eligible activities; or 2) used as match.