



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee members  
From: Sorsha Anderson, Senior Staff Associate  
Date: September 23, 2024  
Subject: Grant – JFO #3220

Enclosed please find one (1) item, which the Joint Fiscal Office has received from the Administration. *This item is being held for the Joint Fiscal Committee meeting scheduled for September 25, 2024.*

**JFO #3220: \$50,772.00** to the Department of Public Safety, Fire Safety from the U.S. Consumer Product Safety Commission, to prevent carbon monoxide poisoning of children and the elderly in dwelling units and other facilities. Funds will be used to enhance existing statewide initiatives, utilize existing partnerships and established volunteer teams to increase installation of carbon monoxide detectors in vulnerable residential homes and other buildings. *[Received 9/20/2024]*

Please review the enclosed materials and notify the Joint Fiscal Office (Sorsha Anderson, [sanderson@leg.state.vt.us](mailto:sanderson@leg.state.vt.us)) if you have questions before the meeting.



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

Agency of Administration

[phone] 802-828-2376

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

<b>Grant Summary:</b>	To prevent carbon monoxide poisoning of children and the elderly in dwelling units and other facilities by providing funding to governments that support the installation of CO alarms and training and public education programs to promote the health and public safety of citizens throughout the United States. DPS will use this grant to enhance existing statewide initiatives, utilize existing partnerships and established volunteer teams to further expand and build on the foundation of and continue the success of the Fire Safe 802 program, and to further expand the installation of carbon monoxide alarms in vulnerable residential homes and other buildings.
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<b>Date:</b>	9/7/2024
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<b>Department:</b>	Public Safety - Fire Safety
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<b>Legal Title of Grant:</b>	Nicholas and Zachary Burt Memorial Carbon Monoxide Poisoning Prevention Grants
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<b>Federal Catalog #:</b>	87.003
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<b>Grant/Donor Name and Address:</b>	US Consumer Product Safety Commission, Office of Financial Mgt, Planning and Evaluation, 4330 East West Highway, Bethesda, MD 20814-4408
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<b>Grant Period:</b>	<b>From:</b> 6/28/2024	<b>To:</b> 6/27/2026
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<b>Grant/Donation</b>	\$50,772
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	SFY 1	SFY 2	SFY 3	Total	Comments
<b>Grant Amount:</b>	\$25,387	\$25,385	\$	\$50,772	

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

<b>Additional Comments:</b>	State/local share of 25% will be 612 hours of volunteer hours plus expenses contained within the Fire Safety budget.
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<b>Department of Finance &amp; Management</b>	Adam Greshin <small>Digitally signed by Adam Greshin                  Date: 2024.09.08 15:48:37 -0400</small>	(Initial)
<b>Secretary of Administration</b>	Sarah Clark <small>04AB832CD55C438...</small>	(Initial)



Jason Aronowitz  
Digitally signed by Jason Aronowitz  
 Date: 2024.09.08 15:48:37 -0400

<b>STATE OF VERMONT</b> <b>FINANCE &amp; MANAGEMENT GRANT REVIEW FORM</b>		
<b>Sent To Joint Fiscal Office</b>		<b>Date</b>





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**State of Vermont**  
**Department of Public Safety**  
45 State Drive  
Waterbury, Vermont 05671-1300  
(802) 241-5000  
TTY/TDD (888) 545-7598  
[www.dps.vermont.gov](http://www.dps.vermont.gov)

July 15, 2024

To: Jason Aronowitz, Senior Budget & Management Analyst

From: Melissa Austin, Financial Manager

Re: Request for Grant Acceptance

Attached you will find our request for Grant Acceptance (Form AA-1) for the Nicholas and Zachary Burt Memorial Carbon Monoxide Poisoning Prevention Grants (COPPGP) grant program with Award # 1 NZBCP240005-01-00.

If you have any questions, please contact me at [melissa.austin@vermont.gov](mailto:melissa.austin@vermont.gov).

Respectfully,

Melissa

Cc: Micheal Greenia, Assistant State Fire Marshall  
Cc: Rhonda Camley, Financial Manger  
Cc: Richard Hallenbeck, Director of Administration and Finance

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

BASIC GRANT INFORMATION				
<b>1. Agency:</b>				
<b>2. Department:</b>	Public Safety			
<b>3. Program:</b>	Fire Safety			
<b>4. Legal Title of Grant:</b>	Nicholas and Zachary Burt Memorial Carbon Monoxide Poisoning Prevention Grants			
<b>5. Federal Catalog #:</b>	87.003			
<b>6. Grant/Donor Name and Address:</b>				
US Consumer Product Safety Commission, Office of Financial Management, Planning and Evaluation, 4330 East West Highway, Bethesda, MD 20814-4408				
<b>7. Grant Period:</b>	<b>From:</b>	6/28/2024	<b>To:</b> 6/27/2026	
<b>8. Purpose of Grant:</b>				
This program aims to prevent carbon monoxide poisoning of children and the elderly in dwelling units and other facilities by providing funding to state, local, and tribal governments that support the installation of CO alarms and training and public education programs to promote the health and public safety of citizens throughout the United States. Fire Safety will use this grant to enhance existing statewide initiatives, utilize existing partnerships and established volunteer teams to further expand and build on the foundation of and continue the success of the Fire Safe 802 program, and to further expand the installation of carbon monoxide alarms in vulnerable residential homes and other buildings.				
<b>9. Impact on existing program if grant is not Accepted:</b>				
Without this funding, Fire Safety will not be able to educate or equip as many at-risk and vulnerable Vermonters.				
10. BUDGET INFORMATION				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Comments</b>
<b>Expenditures:</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	
Personal Services	\$17,356	\$17,355	\$0	
Operating Expenses	\$14,378	\$14,377	\$0	
Grants	\$0	\$0	\$0	
<b>Total</b>	<b>\$31,734</b>	<b>\$31,732</b>	<b>\$0</b>	
<b>Revenues:</b>				
State Funds:	\$0	\$0	\$0	
Cash	\$1,575	\$1,575	\$0	
In-Kind	\$4,772	\$4,772	\$0	
Federal Funds:	\$0	\$0	\$0	
(Direct Costs)	\$23,084	\$23,083	\$0	
(Statewide Indirect)	\$0	\$0	\$0	
(Departmental Indirect)	\$2,303	\$2,302	\$0	
Other Funds:	\$0	\$0	\$0	
Grant (source )	\$0	\$0	\$0	
<b>Total</b>	<b>\$31,734</b>	<b>\$31,732</b>	<b>\$0</b>	
<b>Appropriation No:</b>				
	2140040000	<b>Amount:</b>	\$25,387	
			\$	

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

			\$
			\$
			\$
			\$
			\$
			\$
		<b>Total</b>	<b>\$25,387</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
	0	N/A
<b>Total Positions</b>		

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

### 13. AUTHORIZATION AGENCY/DEPARTMENT

I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):	Signature: _____	Date: 7/12/2024
	Title: Deputy Commissioner	
	Signature: _____	Date: _____
	Title: _____	

### 14. SECRETARY OF ADMINISTRATION

<input checked="" type="checkbox"/>	Approved:	(Secretary or designee signature) <i>Sarah Clark</i>	Date: 7/17/2024   5:16
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### 15. ACTION BY GOVERNOR

<input checked="" type="checkbox"/>	Check One Box: Accepted	(Governor's signature) <i>[Signature]</i>	Date: 7/20/24
<input type="checkbox"/>	Rejected		

### 16. DOCUMENTATION REQUIRED

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

**End Form AA-1**

## STATE OF VERMONT REQUEST FOR GRANT (\*) ACCEPTANCE (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).

<b>1. DATE ISSUED</b> MM/DD/YYYY 06/28/2024		<b>1a. SUPERSEDES AWARD NOTICE</b> dated except that any additions or restrictions previously imposed remain in effect unless specifically rescinded	
<b>2. CFDA NO.</b> 87.003 - Nicholas and Zachary Burt Memorial Carbon Monoxide Poisoning Prevention Grants			
<b>3. ASSISTANCE TYPE</b> Project Grant			
<b>4. GRANT NO.</b> 1 NZBCP240005-01-00 Formerly		<b>5. TYPE OF AWARD</b> Other	
<b>4a. FAIN</b> NZBCP240005		<b>5a. ACTION TYPE</b> New	
<b>6. PROJECT PERIOD</b> MM/DD/YYYY From 06/28/2024		<b>Through</b> MM/DD/YYYY 06/27/2026	
<b>7. BUDGET PERIOD</b> MM/DD/YYYY From 06/28/2024		<b>Through</b> MM/DD/YYYY 06/27/2026	
<b>8. TITLE OF PROJECT (OR PROGRAM)</b> 2023 Nicholas and Zachary Burt Memorial Carbon Monoxide Poisoning Prevention Grant Program			

**U.S. Consumer Product Safety Commission  
Consumer Product Safety Commission  
Office of Financial Management, Planning and Evaluation**

4330 East West Highway  
Bethesda, MD 20814-4408

**NOTICE OF AWARD**

AUTHORIZATION (Legislation/Regulations)  
Nicholas and Zachary Burt Memorial Carbon Monoxide Poisoning  
Prevention Act of 2022

**9a. GRANTEE NAME AND ADDRESS**  
VERMONT DEPARTMENT OF PUBLIC SAFETY  
45 State Dr  
Public Safety  
Waterbury, VT 05671-2101

**9b. GRANTEE PROJECT DIRECTOR**  
Micheal Greenia  
45 STATE DR  
WATERBURY, VT 05671-2101  
Phone: 802-479-7587

**10a. GRANTEE AUTHORIZING OFFICIAL**  
Mr. Daniel Batsie  
45 State Dr  
Waterbury, VT 05671-2101  
Phone: 802-241-5200

**10b. FEDERAL PROJECT OFFICER**  
Jonathan Midgett  
4330 East West Hwy  
Bethesda, MD 20814-4408  
Phone: 240-429-3946

**ALL AMOUNTS ARE SHOWN IN USD**

<b>11. APPROVED BUDGET (Excludes Direct Assistance)</b>	
I Financial Assistance from the Federal Awarding Agency Only	
II Total project costs including grant funds and all other financial participation	
a. Salaries and Wages	32,922.48
b. Fringe Benefits	1,788.28
c. Total Personnel Costs	34,710.76
d. Equipment	0.00
e. Supplies	23,500.00
f. Travel	650.00
g. Construction	0.00
h. Other	0.00
i. Contractual	0.00
j. TOTAL DIRECT COSTS	58,860.76
k. INDIRECT COSTS	4,604.86
<b>l. TOTAL APPROVED BUDGET</b>	<b>63,465.62</b>
m. Federal Share	50,772.01
n. Non-Federal Share	12,693.61

<b>12. AWARD COMPUTATION</b>			
a. Amount of Federal Financial Assistance (from item 11m)		50,772.01	
b. Less Unobligated Balance From Prior Budget Periods		0.00	
c. Less Cumulative Prior Award(s) This Budget Period		0.00	
d. <b>AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION</b>		<b>50,772.01</b>	
<b>13. Total Federal Funds Awarded to Date for Project Period</b>			50,772.01
<b>14. RECOMMENDED FUTURE SUPPORT</b> (Subject to the availability of funds and satisfactory progress of the project):			
YEAR	TOTAL DIRECT COSTS	YEAR	TOTAL DIRECT COSTS
a. 2		d. 5	
b. 3		e. 6	
c. 4		f. 7	
<b>15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:</b>		<b>b</b>	
a. DEDUCTION			
b. ADDITIONAL COSTS			
c. MATCHING			
d. OTHER RESEARCH (Add / Deduct Option)			
e. OTHER (See REMARKS)			
<b>16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARDING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:</b>			
a. The grant program legislation			
b. The grant program regulations.			
c. This award notice including terms and conditions, if any, noted below under REMARKS.			
d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.			
In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.			

**REMARKS** (Other Terms and Conditions Attached -  Yes  No)

**GRANTS MANAGEMENT OFFICIAL:**

Janet Davis, Grants Management Officer  
510 L Street  
Suite 410  
Anchorage, AK 99501  
Phone: 9072713036

<b>17. OBJ CLASS</b> 410001	<b>18a. VENDOR CODE</b> 4589103	<b>18b. EIN</b> 036000264	<b>19a. UEI</b> LALMDNWSYKT1	<b>19b. DUNS</b> 809376692	<b>20. CONG. DIST.</b> 00
<b>FY-ACCOUNT NO.</b>	<b>DOCUMENT NO.</b>	<b>ADMINISTRATIVE CODE</b>	<b>AMT ACTION FIN ASST</b>	<b>APPROPRIATION</b>	
21. a. FY24 CO Grants	b. NZBCP0005A	c. NZBCP	d. \$50,772.01	e.	
22. a.	b.	c.	d.	e.	
23. a.	b.	c.	d.	e.	