



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: James Reardon, Commissioner of Finance & Management  
From: Nathan Lavery, Fiscal Analyst  
Date: May 19, 2011  
Subject: JFO #2496, #2497, #2498, #2499, #2500, #2503

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

**JFO #2496** — \$500,000 grant from the U.S. Department of Justice to the Vermont Department for Children and Families. These funds will be used to support 12 youth delinquency prevention programs.

*[JFO received 4/06/11]*

**JFO #2497** — \$345,100 grant from the University of Massachusetts to the Vermont Department for Disabilities, Aging and Independent Living. These funds will be used to implement a Social Security Administration demonstration project to determine if enhanced work incentives result in increased employment outcomes for Social Security Disability Insurance beneficiaries. **This grant includes establishment of three limited service positions.**

*[JFO received 4/06/11]*

**JFO #2498** — \$220,480 grant from the National Association of State Mental Health Program Directors to the Vermont Department of Mental Health. These funds will be used to create an Evidence-Based Practices Cooperative to support the adoption of evidence-based practices within the state's community mental health system. **An existing position will be used in lieu of requesting a new limited service position.**

*[JFO received 4/06/11]*

**JFO #2499** — \$103,000 grant from the National Association of State Mental Health Program Directors to the Vermont Department of Mental Health. These funds will be used to develop Supported Employment Champions within a Designated Agency's Community Rehabilitation Treatment Program.

*[JFO received 4/06/11]*

**JFO #2500** — \$150,000 grant from the U.S. Department of Education to the Vermont Department of Education. These funds will be used to establish a State Literacy Team that will develop a literacy plan for Vermont.

*[JFO received 4/06/11]*

**JFO #2503** — \$13,168,350 grant from the U.S. Department of the Treasury to the Vermont Economic Development Authority. These funds will be used to allow VEDA to subsidize commercial loans in order to lower the cost of borrowing to Vermont businesses. This funding will support the following programs: Financial Access Program, Commercial Loan Participation Program, Technology Loan Participation Program, and Small Business loan Program.

*[JFO received 5/2/11]*

The Governor's approval may now be considered final. Please inform the Secretary of Administration and your staff of this action.

cc: Dave Yacovone, Commissioner  
Susan Wehry, Commissioner  
Christine Oliver, Commissioner  
Armando Vilaseca, Commissioner  
Lawrence Miller, Secretary



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee Members  
From: Nathan Lavery, Fiscal Analyst  
Date: April 22, 2011  
Subject: Grant Requests

Enclosed please find seven (7) items that the Joint Fiscal Office has received from the administration, including one fee approval request. Six limited service position requests are associated with these items.

**JFO #2496** — \$500,000 grant from the U.S. Department of Justice to the Vermont Department for Children and Families. These funds will be used to support 12 youth delinquency prevention programs.

*[JFO received 4/06/11]*

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*[JFO received 4/06/11]*

**JFO #2499** — \$103,000 grant from the National Association of State Mental Health Program Directors to the Vermont Department of Mental Health. These funds will be used to develop Supported Employment Champions within a Designated Agency's Community Rehabilitation Treatment Program.

*[JFO received 4/06/11]*

**JFO #2500** — \$150,000 grant from the U.S. Department of Education to the Vermont Department of Education. These funds will be used to establish a State Literacy Team that will develop a literacy plan for Vermont.

*[JFO received 4/06/11]*

**JFO #2501** — \$1,000,000 grant from the U.S. Department of Health and Human Services to the Vermont Agency of Human Services. These funds will be used to study the feasibility of coordinating Medicare and Medicaid payment and services for dual eligible recipients. **This grant includes establishment of three limited service positions. Expedited review of this item has been requested. Joint Fiscal Committee members will be contacted by May 6 with a request to waive the remainder of the review period and approve the acceptance of this item.**

*[JFO received 4/20/11]*

**JFO #2502** — Request to establish at 2% fee for each permit purchased on-line with a credit card. Joint Fiscal Committee approval of this fee request is required in accordance with 22 V.S.A. § 953 (c)(2).

*[JFO received 4/22/11]*

Please review the enclosed materials and notify the Joint Fiscal Office (Nathan Lavery at (802) 828-1488; [nlavery@leg.state.vt.us](mailto:nlavery@leg.state.vt.us)) if you have questions or would like an item held for legislative review. Unless we hear from you to the contrary by May 6 we will assume that you agree to consider as final the Governor's acceptance of these requests.

cc: Dave Yacovone, Commissioner  
Susan Wehry, Commissioner  
Christine Oliver, Commissioner  
Armando Vilaseca, Commissioner  
Doug Racine, Secretary  
Chuck Ross, Secretary

**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>                         |              | Establishes a State Literacy Team to better inform decision makers regarding the future work and resource allocation of the Department of Education. |                             |              |                 |
| <b>Date:</b>                                  |              | 4/5/2011   |                             |              |                 |
| <b>Department:</b>                            |              | Education  |                             |              |                 |
| <b>Legal Title of Grant:</b>                  |              | Striving Readers Comprehensive Literacy State Formula Grant  |                             |              |                 |
| <b>Federal Catalog #:</b>                     |              | 84.371B  |                             |              |                 |
| <b>Grant/Donor Name and Address:</b>          |              | USDOE  |                             |              |                 |
| <b>Grant Period:</b>                          |              | <b>From:</b>   | <b>To:</b>                  |              |                 |
|   |              | 10/1/2010  | 9/30/2011                   |              |                 |
| <b>Grant/Donation</b>                         |              |  |                             |              |                 |
|   | <b>SFY 1</b> | <b>SFY 2</b>   | <b>SFY 3</b>                | <b>Total</b> | <b>Comments</b> |
| <b>Grant Amount:</b>                          | \$150,000    | \$   | \$                          | \$150,000    |                 |
| <b>Position Information:</b>                  |              | <b># Positions</b>   | <b>Explanation/Comments</b> |              |                 |
|   |              | 0  |                             |              |                 |
| <b>Additional Comments:</b>                   |              | No positions to be created. Does not commit the state to any future expenditures. <i>BEK 4/5/2011</i>  |                             |              |                 |
| <b>Department of Finance &amp; Management</b> |              | <i>[Signature]</i> 4/5/11  |                             | (Initial)    |                 |
| <b>Secretary of Administration</b>            |              | <i>[Signature]</i> 04/05/11  |                             | (Initial)    |                 |
| <b>Sent To Joint Fiscal Office</b>            |              | 4/6/11   |                             | <b>Date</b>  |                 |



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

| <b>BASIC GRANT INFORMATION</b>  |           |   |                      |          |
|---|-----------|---|----------------------|----------|
| <b>1. Agency:</b>   |           |   |                      |          |
| <b>2. Department:</b>   |           | Vermont Department of Education                             |                      |          |
| <b>3. Program:</b>  |           | Literacy  |                      |          |
| <b>4. Legal Title of Grant:</b>   |           | Striving readers Comprehensive Literacy State Formula Grant |                      |          |
| <b>5. Federal Catalog #:</b>  |           | 84.371B   |                      |          |
| <b>6. Grant/Donor Name and Address:</b><br>U.S. Department of Education ; Washington , D.C. 20202   |           |   |                      |          |
| <b>7. Grant Period:</b>   |           | <b>From:</b> 10/1/2010                                      | <b>To:</b> 9/30/2011 |          |
| <b>8. Purpose of Grant:</b><br>To establish a State literacy team that will develop a literacy plan for Vermont that informs decisions about future work and resource allocation at the Department of Education and with external partners. |           |   |                      |          |
| <b>9. Impact on existing program if grant is not Accepted:</b><br>There will not be resources to develop a comprehensive plan for literacy in Vermont, building on work that has already been done.   |           |   |                      |          |
| <b>10. BUDGET INFORMATION</b>   |           |   |                      |          |
|   | SFY 1     | SFY 2   | SFY 3                | Comments |
| <b>Expenditures:</b>  | <b>FY</b> | <b>FY</b>   | <b>FY</b>            |          |
| Personal Services   | \$        | \$  | \$                   |          |
| Operating Expenses  | \$        | \$  | \$                   |          |
| Grants  | \$150,000 | \$  | \$                   |          |
| <b>Total</b>  | \$150,000 | \$  | \$                   |          |
| <b>Revenues:</b>  |           |   |                      |          |
| State Funds:  | \$        | \$  | \$                   |          |
| Cash  | \$        | \$  | \$                   |          |
| In-Kind   | \$        | \$  | \$                   |          |
| Federal Funds:  | \$        | \$  | \$                   |          |
| (Direct Costs)  | \$150,000 | \$  | \$                   |          |
| (Statewide Indirect)  | \$        | \$  | \$                   |          |
| (Departmental Indirect)   | \$        | \$  | \$                   |          |
| Other Funds:  | \$        | \$  | \$                   |          |
| Grant (source )   | \$        | \$  | \$                   |          |
| <b>Total</b>  | \$150,000 | \$  | \$                   |          |
| <b>Appropriation No:</b>  | 510007000 | <b>Amount:</b>  | \$150,000            |          |
|   |           |   | \$                   |          |
|   |           |   | \$                   |          |
|   |           |   | \$                   |          |
|   |           |   | \$                   |          |
|   |           |   | \$                   |          |
|   |           |   | \$                   |          |

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

Total \$150,000

**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.

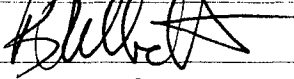
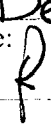
Appointing Authority Name: \_\_\_\_\_ Agreed by: \_\_\_\_\_ (initial)

| 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**

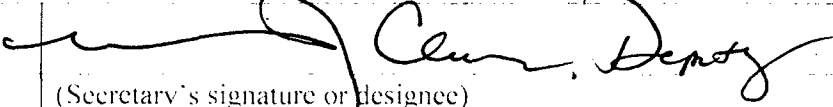
I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):

Signature:  Date: 3-25/11  
 Title: Dep. Comm. / CFO  
 Signature:  Date: \_\_\_\_\_  
 Title: \_\_\_\_\_

**14. ACTION BY GOVERNOR**

Check One Box: Accepted  
 Rejected  
 (Governor's signature)  Date: 4/6/11

**15. SECRETARY OF ADMINISTRATION**

Check One Box: Request to JFO  
 Information to JFO  
 (Secretary's signature or designee)  Date: 04/05/11

**16. DOCUMENTATION REQUIRED**

**Required GRANT Documentation**

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

**End Form AA-1**

**STRIVING READERS COMPREHENSIVE LITERACY PROGRAM  
STATE FORMULA GRANT APPLICATION**

**APPLICATION COVER SHEET  
(CFDA 84.371B)**

The State of Vermont pledges its commitment to create or maintain a State Literacy Team with expertise in literacy development and education for children from birth through grade 12 to assist the State in developing a comprehensive literacy plan.

|  |  |
|--|--|
| Legal Name of Applicant (State Educational Agency):<br><br>Vermont Department of Education<br><br>Applicant's Mailing Address:<br><br>120 State St.<br>Montpelier, VT 05602  | D.U.N.S. number:   |
| <p style="text-align: center;">State Contact for the Striving Readers State Literacy Formula Grant - State Literacy Team<br/>Name: Gail Taylor: Karin Edwards<br/>Position and Office: Director, Research, Standards and Assessment: Director, Integrated Support for Learning<br/>Contact's Mailing Address:<br/>120 State St.<br/>Montpelier, VT 05602</p> <p style="text-align: center;">Telephone: 802-828-5158: 802-828-1633<br/>Fax: 802-828-0573<br/>E-mail address: <a href="mailto:gail.taylor@state.vt.us">gail.taylor@state.vt.us</a>: <a href="mailto:karin.edwards@state.vt.us">karin.edwards@state.vt.us</a></p> |  |
| To the best of my knowledge and belief, all of the information and data in this application are true and correct.  |  |
| Name and Title of Authorized Representative (Printed Name):<br>Armando Vilaseca, Commissioner of Education   | Telephone: 802-828-3135<br>E-mail:<br><a href="mailto:Armando.vilaseca@state.vt.us">Armando.vilaseca@state.vt.us</a> |
| Signature of Authorized Representative:  | Date:  |



## Specific Application Contents

### State Literacy Team

**Note: Responses to the questions in this section should be limited to five (5) pages total, single spaced.**

1. Does the SEA currently have a State Literacy Team?

If yes, please describe the current State Literacy Team including membership and how members were selected, areas of expertise of each team member, team or team members' involvement in current and/or past literacy initiatives, and lessons learned from the work of the Team.

If no, describe the SEA's plan for establishing a State Literacy Team, including how members will be selected.

2. Describe how each member of the State Literacy Team meets the requirement to have expertise in the area of literacy development and education for children from birth through grade 12.
3. Describe how the State will ensure that the State Literacy Team includes representatives from different agencies and organizations including the SEA, local education agency, higher education and the research community.
4. Describe how the State Literacy Team will assist the SEA in developing a comprehensive literacy plan and what other functions it may serve.
5. Describe how the State Literacy Team will be managed and how decisions will be made.
6. Describe how the State will coordinate work of the State Literacy Team with other related teams, such as the Early Childhood Advisory Council, the Title I Committee of Practitioners, and State higher education committees.

## Striving Readers Comprehensive Literacy Formula Grant Vermont Application

### **Background**

The Striving Readers formula grant provides an exciting opportunity to build on and extend work that has been done in the area of literacy. While Vermont does not have a state literacy team the Vermont Department of Education (VTDOE) has a long history of focused efforts on improving literacy for our citizens from birth to adulthood. VTDOE staff have expertise in K-12, early childhood and adult literacy. Over the years, we have supported and continue to implement a number of initiatives aimed at improving literacy. Brief descriptions of several of these follow:

- Success by Six – a collaborative effort with the Agency of Human Services in the 1990s to improve social, emotional, physical and educational outcomes for children;
- Reading First – Vermont had a successful program until funding ran out;
- Vermont Developmental Reading Assessment – a state level assessment individually administered to all grade 2 students until 2008;
- Foundations of Early Literacy – a grant supported initiative to train preschool teachers and providers to support early literacy and social emotional learning.
- Response to Instruction – VTDOE supported initial RtI pilots during the 2005 – 2006 school year;
- Formative Assessment – a partnership with ETS to support teachers to assess students in order to change instruction.

Over the years these efforts and others have led to improved outcomes for Vermont students. Our state assessment results (NECAP) are stronger in reading than in mathematics. Seventy-two percent (72%) of our students in grades 3-8 and 70% of our 11<sup>th</sup> graders score proficient or above in NECAP reading. In 2009, no state scored statistically better than Vermont in 8<sup>th</sup> grade NAEP reading and only Massachusetts scored higher in 4<sup>th</sup> grade NAEP reading. However, a gap exists between students who struggle (often those on free and reduced lunch) and their more advantaged peers. Students with disabilities and English Language Learners also bring specific challenges to the table and do not perform at the levels necessary for college and career-readiness.

### **Functions of the State Literacy Team**

The State Literacy Team will play a central role in developing a literacy plan for Vermont that informs decisions about future work and resource allocation at the Department of Education and with external partners. The work of the State Literacy Team will include an assessment of the elements of a comprehensive plan that already exist as well as identification of the additional elements necessary to address the needs of students birth through grade 12 in a coherent and comprehensive manner. This assessment will take a comprehensive look at public and private resources and services available within Vermont as well as resources available through national technical assistance centers.

The team would also make connections between the literacy plan and the Vermont State Board of Education's strategic plan, the transition to the Common Core and the assessment of the Common Core, and the development of a Statewide System of Support. The State Literacy Plan

will contribute to the identification of roles and responsibilities of the Department, external partners, districts and schools in supporting all schools and all students.

Vermont’s strategic plan, adopted by our State Board of Education on August 17, 2010 clearly sets a direction that supports the establishment of a State Literacy Team. The State Board adopted the Common Core State Standards that same day. Those two actions combine to demand a more comprehensive PK-16 approach to ensure that all Vermont students meet the college and career readiness expectations expressed in the Common Core for mathematics and reading, writing, speaking and listening. VTDOE staff are currently working on an implementation plan for the strategic plan that will guide our work for the next 5 years. In addition, staff from the Research, Standards and Assessment division have developed and begun to implement a comprehensive plan for the transition to the Common Core Standards and subsequent changes in the state assessment. VTDOE staff began work with the Center on Instruction and Innovation and the New England Comprehensive center to assess and enhance our Statewide System of Support. A statewide literacy plan would be an integral piece of all these efforts.

Goal Four of the Strategic Plan states that PK-16 partnerships will facilitate improved student success, by strengthening kindergarten readiness, increasing student engagement and relevance in K-12 education, and improving postsecondary aspiration, continuation and completion rates for all learners. A PK-16 Council was established by the legislature in the 2010 session and met for the first time in August 2010. This group will be informed of the work of the State Literacy Team and will play an advisory role in the implementation of the literacy plan.

VTDOE also recently established two groups, a Common Core Policy group and a Common Core Implementation Committee, to support the transition from state standards and assessment to the Common Core and the measurement of the Common Core by the SMARTER Balanced Assessment in 2014-2015. We have representation from the Vermont Reads Institute, our Institutes of Higher Education, other professional development providers as well as curriculum leaders with expertise in literacy at multiple grade levels on those committees. We will ensure coordination of their work with the State Literacy Team’s plan.

**Partnerships**

The State Literacy Team will also connect with the Building Bright Futures State Council, a legislatively mandated committee whose charge is to report on the state of early childhood in Vermont and to the Committee of Practitioners, required by the ESEA, as appropriate. There are a number of partner organization both within and outside of Vermont that would serve as resources for the State Literacy Team. These are listed in the table that follows.

| Partner                              | Work to Coordinate with State Literacy Team                       |
|--------------------------------------|---|
| Vermont Council of Teacher Educators | Teacher preparation   |
| Vermont Interdisciplinary-Team       | Literacy instruction for students taking the alternate assessment |

|   |   |
|---|---|
| Vermont Higher Education Collaborative    | Training programs for preschool teachers, high school teachers and special educators  |
| Landmark College                          | Literacy learning for students with specific learning disabilities  |
| Vermont Center for the Book               | Literacy programs for parents and students  |
| Adult Education and Learning              | High School Completion Program for students at risk of dropping out of high school  |
| Vermont Family Network                    | Parent information and training from birth through adulthood  |
| Center for Early Literacy Learning (CELL) | Resource for evidence based early learning technical assistance and materials<br>Vermont is a partner state                     |
| Center on Instruction                     | Resource for RtI<br>Vermont is a partner state  |
| Center on Innovation and Improvement      | Resource for developing a Statewide System of Support<br>Vermont is currently working with CII to assess and enhance our system |
| WIDA Consortium                           | Resource for literacy learning for English language learners<br>Vermont is member   |

### **Establishment, Membership and Management of the State Literacy Team**

Department leadership has identified key staff who will participate in the State Literacy Team.

They are:

- Manuela Fonseca: Early Education Coordinator, whose doctoral work was in early language and learning;
- Lois Fuller, Early Literacy Coordinator, whose background is in both regular and special education at the early elementary level;
- Kate Nicolet, Adult Education Coordinator, brings a background in adolescent and adult literacy;
- Marty Gephart, a veteran secondary educator who is currently the Middle/High School Literacy Coordinator and program manager for the Common Core.

Oversight for the State Literacy Team will be provided by Gail Taylor and Karin Edwards, Department Directors, both of whom have varied backgrounds in literacy instruction and learning.

Upon notification of an award, department staff will review the table below which includes agencies and organizations with relevant skills and knowledge and will assign responsibilities and timelines for recruiting specific team members. Department staff will collect resumes for all proposed team members for review by the Commissioner and Deputy Commissioner. Letters of invitation from the Commissioner will be sent to those selected for the team.

A facilitator will be selected to guide the team in developing the scope of work that would result in a comprehensive literacy plan to ensure high-quality instruction in reading and writing birth to grade 12. The facilitator will work with the team to establish norms for collaboration and decision-making at the first meeting. The State Literacy Team will deliver a plan for review, discussion and adoption by the State Board of Education. The DOE directors will review drafts of the plan and coordinate with the State Board's process and agenda. Meeting times and places would be established in order to meet the February 1 deadline.

Because of the work Vermont has done over the years, we are fortunate to readily identify a variety of organizations that could provide personnel for participation on the State Literacy Team.

| <b>Organization(s) or Individuals</b>  | <b>Focus/Expertise</b>   |
|--|--|
| VTDOE Staff<br>Vermont Reads Institute<br>Stern Center for Language and Learning<br>District and School Staff                                | Literacy development and instruction: birth to school entry  |
| VTDOE Staff<br>Vermont Reads Institute<br>Stern Center for Language and Learning<br>District and School Staff                                | Literacy development and instruction kindergarten through grade 5  |
| VTDOE Staff<br>Vermont Reads Institute<br>Stern Center for Language and Learning<br>District and School staff                                | Literacy development and instruction: grades 6 through 12  |
| District/school staff who have implemented effective school and district literacy programs/systems<br>Vermont Reads Institute<br>VTDOE staff | Managing and implementing effective literacy program at school, district and state levels  |
| Stern Center for Language and Learning<br>Vermont Reads Institute<br>Higher Education Faculty  | Evaluation   |
| UVM Faculty actively working with VTDOE on researching and developing RTI models   | Planning for and implementing an RTI model   |
| Stern Center for Language and Learning<br><br>VTDOE staff focused on literacy assessment   | Screening and performance measurement in the areas of phonological awareness, word recognition/phonics, vocabulary, comprehension, fluency and writing |
| Stern Center for Language and Learning<br>Vermont Reads Institute<br>St, Michael's College Faculty<br>University of Vermont Faculty          | Validated interventions and instruction for struggling readers, ELL, SWD   |

|   |   |
|---|---|
| VTDOE staff with responsibility for specific populations<br>Landmark College Faculty  |   |
| St. Michael's College Leadership Program Faculty<br>Vermont Reads Institute<br>Stern Center for Language and Learning<br>Landmark College | Teacher, coach and principal professional development   |
| Vermont Standards Board<br><br>Vermont Council of Teacher Educators<br><br>Vermont Higher Education Collaborative                         | Teacher preparation and State licensure/accreditation in literacy development and instruction |

Individuals from the organizations listed above possess the breadth and depth of knowledge in literacy learning needed to develop a comprehensive literacy plan. They include nationally recognized researchers and authors, professional development providers and practitioners in the area of literacy learning.

**State Literacy Team Membership**

To apply for these funds, SEAs must submit the attached assurance that its State Literacy Team will meet the membership requirements set out in this application, including having the minimum number of members with the different types of expertise. Our intent is to allow SEAs some flexibility with regards to the positions held by State Literacy Team members; for example, one person may meet multiple expertise requirements, or a Team might need several people to meet one requirement.

By signing the assurance form, SEAs will be certifying that (1) they have a currently functioning team that meets the requirements, or (2) they will establish a team that meets the requirements. The SEA is further certifying that in the event the State Literacy Team's membership changes, the SEA will make every effort to ensure that it continues to meet all of the requirements. The Department will require SEAs to submit an annual performance reports that describe the State Literacy Team's membership, activities, and accomplishments.

The SEA may choose to impose additional requirements on its State Literacy Team, provided that those additional requirements are consistent with the requirements set out in this application. The assurance form includes space for an explanation of those additional requirements.

The SEA's State Literacy Team **must** consist of a minimum of nine members with expertise in literacy development and education for children from birth through grade 12.

The State Literacy Team must assist the SEA to develop a comprehensive literacy plan. As a condition of this award, that plan must be submitted to the Department by February 1, 2011.

### **STATE LITERACY TEAM MEMBERSHIP ASSURANCES**

**Directions:** Please insert requested information in the shaded areas (may go over one page).

**The State Educational Agency assures the following:**

1) The State Literacy Team will consist of 14 members (minimum of nine) with expertise in literacy development and education for children from birth through grade 12.

2) The State Literacy Team will include, at a minimum, individuals with expertise in --

- Literacy development and instruction for children in the following age/grade levels:
  - Birth to school entry
  - Kindergarten through grade 5
  - Grades 6 through 8
  - Grades 9 through 12
- Managing and implementing an effective literacy program at the school, district, and State levels
- Evaluation of literacy programs
- Planning for and implementing a response-to-intervention model that includes utilization of universal screening, multiple tiers of instruction, early intervening services, validated interventions, and student progress monitoring to inform decision-making
- Screening and performance measurement in the areas of phonological awareness, word recognition, phonics, vocabulary, comprehension, fluency, and writing
- Validated interventions and instruction for struggling readers, English Learners, and students with disabilities
- Teacher, coach, and principal professional development
- Teacher preparation and state licensure/accreditation in literacy development and instruction

3) The State Literacy Team will also include the following members and/or requirements: Adult Education Coordinator

Other suggested members may include: library/media specialists; parents; literacy coaches; instructors of adult education, representatives of community-based organizations providing educational services to disadvantaged children and families, family literacy service providers, representatives from local or State school boards, representatives from related child services agencies, representatives from related State or federal literacy programs, and other similar persons the SEAs deems necessary.

4) The SEA will submit a copy of the State's comprehensive literacy plan developed by the State Literacy Team to the Department by February 1, 2011.



Authorized Representative (Printed Name):

Armando Vilaseca, Commissioner of Education

Signature:

Date:

## OTHER ASSURANCES AND CERTIFICATIONS

The State authorized representative assures or certifies the following:

- The State will comply with all applicable assurances in OMB Standard Forms 424B (Assurances for Non-Construction Programs), including the assurances relating to the legal authority to apply for assistance; access to records; conflict of interest; merit systems; nondiscrimination; Hatch Act provisions; labor standards; flood hazards; historic preservation; protection of human subjects; animal welfare; lead-based paint; Single Audit Act; and the general agreement to comply with all applicable Federal laws, executive orders and regulations.
- With respect to the certification regarding lobbying in Department Form 80-0013, no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making or renewal of Federal grants under this program; the State will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," when required (34 C.F.R. Part 82, Appendix B).
- The SEA agrees to the State plan certifications in 34 CFR 76.104.
- The State will comply with the following provisions of Education Department General Administrative Regulations (EDGAR), as applicable: 34 CFR Part 76 -- State-Administered Programs; 34 CFR Part 77 -- Definitions that Apply to Department Regulations; 34 CFR Part 80 -- Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, including the procurement provisions; 34 CFR Part 81 -- General Education Provisions Act—Enforcement; 34 CFR Part 82 -- New Restrictions on Lobbying; 34 CFR Part 85 -- Governmentwide Debarment and Suspension (Nonprocurement).

|  |       |
|--|-------|
| Authorized Representative (Printed Name):<br>Armando Vilaseca, Commissioner of Education |       |
| Signature of Authorized Representative:  | Date: |

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

| BASIC GRANT INFORMATION   |   |                |              |                 |
|---|---|----------------|--------------|-----------------|
| <b>1. Agency:</b>   |   |                |              |                 |
| <b>2. Department:</b>   | Vermont Department of Education                             |                |              |                 |
| <b>3. Program:</b>  | Literacy  |                |              |                 |
| <b>4. Legal Title of Grant:</b>   | Striving readers Comprehensive Literacy State Formula Grant |                |              |                 |
| <b>5. Federal Catalog #:</b>  | 84.371B   |                |              |                 |
| <b>6. Grant/Donor Name and Address:</b><br>U.S. Department of Education ; Washington , D.C. 20202   |   |                |              |                 |
| <b>7. Grant Period:</b>   | <b>From:</b>  | 10/1/2010      | <b>To:</b>   | 9/30/2011       |
| <b>8. Purpose of Grant:</b><br>To establish a State literacy team that will develop a literacy plan for Vermont that informs decisions about future work and resource allocation at the Department of Education and with external partners. |   |                |              |                 |
| <b>9. Impact on existing program if grant is not Accepted:</b><br>There will not be resources to develop a comprehensive plan for literacy in Vermont, building on work that has already been done.   |   |                |              |                 |
| 10. BUDGET INFORMATION  |   |                |              |                 |
|   | <b>SFY 1</b>  | <b>SFY 2</b>   | <b>SFY 3</b> | <b>Comments</b> |
| <b>Expenditures:</b>  | <b>FY</b>   | <b>FY</b>      | <b>FY</b>    |                 |
| Personal Services   | \$  | \$             | \$           |                 |
| Operating Expenses  | \$  | \$             | \$           |                 |
| Grants  | \$150,000   | \$             | \$           |                 |
| <b>Total</b>  | <b>\$150,000</b>  | <b>\$</b>      | <b>\$</b>    |                 |
| <b>Revenues:</b>  |   |                |              |                 |
| State Funds:  | \$  | \$             | \$           |                 |
| Cash  | \$  | \$             | \$           |                 |
| In-Kind   | \$  | \$             | \$           |                 |
| Federal Funds:  | \$  | \$             | \$           |                 |
| (Direct Costs)  | \$150,000   | \$             | \$           |                 |
| (Statewide Indirect)  | \$  | \$             | \$           |                 |
| (Departmental Indirect)   | \$  | \$             | \$           |                 |
| Other Funds:  | \$  | \$             | \$           |                 |
| Grant (source )   | \$  | \$             | \$           |                 |
| <b>Total</b>  | <b>\$150,000</b>  | <b>\$</b>      | <b>\$</b>    |                 |
| <b>Appropriation No:</b>  | 510007000   | <b>Amount:</b> | \$150,000    |                 |
|   |   |                | \$           |                 |
|   |   |                | \$           |                 |
|   |   |                | \$           |                 |
|   |   |                | \$           |                 |
|   |   |                | \$           |                 |
|   |   |                | \$           |                 |

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

|  |  |                          |
|--|--|--------------------------|
|  |  | <b>Total</b>   \$150,000 |
|--|--|--------------------------|

**PERSONAL SERVICE INFORMATION**

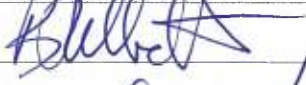

**11. Will monies from this grant be used to fund one or more Personal Service Contracts?**  Yes  No  
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

Appointing Authority Name: \_\_\_\_\_ Agreed by: \_\_\_\_\_ (initial)

| 12. Limited Service Position Information: | # Positions | Title |
|---|-------------|-------|
|   |             |       |
|   |             |       |
|   |             |       |
|   |             |       |
| <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: <u>3-25/11</u> |
|  | Title: <u>Dep. Comm./CFO</u>  |                      |
|  | Signature:  | Date: _____          |
|  | Title: _____  |                      |

**14. ACTION BY GOVERNOR**

|                                     |                            |   |                     |
|-------------------------------------|----------------------------|---|---------------------|
| <input checked="" type="checkbox"/> | Check One Box:<br>Accepted | <br>(Governor's signature) |                     |
| <input type="checkbox"/>            | Rejected                   |   | Date: <u>4/6/11</u> |

**15. SECRETARY OF ADMINISTRATION**

|                                     |                                  |   |                       |
|-------------------------------------|----------------------------------|---|-----------------------|
| <input checked="" type="checkbox"/> | Check One Box:<br>Request to JFO | <br>(Secretary's signature or designee) | Date: <u>04/05/11</u> |
| <input type="checkbox"/>            | Information to JFO               |   | Date: _____           |

**16. DOCUMENTATION REQUIRED**

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



**U.S. Department of Education  
Washington, D.C. 20202**

**GRANT AWARD NOTIFICATION**

| <b>1</b> RECIPIENT NAME:<br>Vermont Department of Education<br>120 State Street<br>Montpelier, VT 05620  | <b>5</b> AWARD INFORMATION<br>PR/AWARD NUMBER S371B100048<br>ACTION NUMBER 01<br>ACTION TYPE New<br>AWARD TYPE Formula   |            |              |            |            |          |            |              |              |              |        |       |      |      |          |   |     |     |     |       |              |
|--|--|------------|--------------|------------|------------|----------|------------|--------------|--------------|--------------|--------|-------|------|------|----------|---|-----|-----|-----|-------|--------------|
| <b>2</b> PROJECT DESCRIPTION<br>84.371B<br>STRIVING READERS COMPREHENSIVE<br>LITERACY STATE FORMULA GRANT  | <b>6</b> AWARD PERIODS<br>BUDGET PERIOD 10/01/2010 - 09/30/2011<br>FEDERAL FUNDING PERIOD 10/01/2010 - 09/30/2011  |            |              |            |            |          |            |              |              |              |        |       |      |      |          |   |     |     |     |       |              |
| <b>3</b> EDUCATION STAFF<br>RECIPIENT STATE DIRECTOR<br>Gail Taylor (802) 828 - 5158<br>EDUCATION PROGRAM CONTACT<br>Miriam L. Lund (202) 401 - 2871<br>EDUCATION PAYMENT CONTACT<br>GAPS PAYEE HOTLINE (888) 336 - 8930   | <b>7</b> AUTHORIZED FUNDING<br>CURRENT AWARD AMOUNT \$150,000.00<br>PREVIOUS CUMULATIVE AMOUNT \$0.00<br>CUMULATIVE AMOUNT \$150,000.00                        |            |              |            |            |          |            |              |              |              |        |       |      |      |          |   |     |     |     |       |              |
| <b>4</b> KEY PERSONNEL<br>N/A  | <b>8</b> ADMINISTRATIVE INFORMATION<br>DUNS/SSN 884902701<br>REGULATIONS CFR PART 34 CFR 75.105(c)(3)<br>EDGAR AS APPLICABLE<br>ATTACHMENTS A, E4, E5, N, U, V |            |              |            |            |          |            |              |              |              |        |       |      |      |          |   |     |     |     |       |              |
| <b>9</b> LEGISLATIVE AND FISCAL DATA<br>AUTHORITY: PL PL 111-117 ELEMENTARY AND SECONDARY EDUCATION ACT, AS AMENDED<br>PROGRAM TITLE: STRIVING READERS<br>CFDA/SUBPROGRAM NO: 84.371B<br><table border="1"> <thead> <tr> <th>FUND CODE</th> <th>FUNDING YEAR</th> <th>AWARD YEAR</th> <th>ORG. CODE</th> <th>CATEGORY</th> <th>LIMITATION</th> <th>ACTIVITY</th> <th>CFDA</th> <th>OBJECT CLASS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>0900M</td> <td>2010</td> <td>2010</td> <td>ES000000</td> <td>B</td> <td>P9A</td> <td>000</td> <td>371</td> <td>4101A</td> <td>\$150,000.00</td> </tr> </tbody> </table> |  | FUND CODE  | FUNDING YEAR | AWARD YEAR | ORG. CODE  | CATEGORY | LIMITATION | ACTIVITY     | CFDA         | OBJECT CLASS | AMOUNT | 0900M | 2010 | 2010 | ES000000 | B | P9A | 000 | 371 | 4101A | \$150,000.00 |
| FUND CODE  | FUNDING YEAR   | AWARD YEAR | ORG. CODE    | CATEGORY   | LIMITATION | ACTIVITY | CFDA       | OBJECT CLASS | AMOUNT       |              |        |       |      |      |          |   |     |     |     |       |              |
| 0900M  | 2010   | 2010       | ES000000     | B          | P9A        | 000      | 371        | 4101A        | \$150,000.00 |              |        |       |      |      |          |   |     |     |     |       |              |



U.S. Department of Education  
Washington, D.C. 20202

# GRANT AWARD NOTIFICATION

10

PR/AWARD NUMBER: S371B100048

RECIPIENT NAME: Vermont Department of Education

## TERMS AND CONDITIONS

- (1) By accepting this award, the recipient agrees to notify the relevant program office in the Department and provide a reasonable period of time for the Department to respond, before it can agree to provide any portion of this award to the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries. This condition takes into account Division E, Section 511 of the Consolidated Appropriations Act, 2010 (P. Law. No. 111-117), and pending litigation on related matters. If you have any questions about this condition or the status of these matters, please contact the program office.
- (2) This grant award is made subject to the provisions of all applicable Acts and regulations. Among others, this grant is subject to the applicable provisions of the FY 2010 Consolidated Appropriations Act (Pub. L. No. 111-117) under the Title I demonstration authority (Part E, Section 1502 of the Elementary and Secondary Education Act (ESEA), as amended by the No Child Left Behind Act and the General Education Provisions Act. This grant is also subject to the Education Department General Administrative Regulations (EDGAR) in 34 CFR Parts 76, 77, 80, 81, 82, 85.  
  
Under the "Tydings Amendment", section 421(b) of the General Education Provisions Act, 20 U.S.C. 1225(b), any funds that are not obligated at the end of the Federal funding period specified in Block 6 shall remain available for obligation for an additional period of 12 months.
- (3) The State Literacy Team must develop a comprehensive literacy plan as a condition of this award. The State Comprehensive Literacy Plan must be submitted to the Department by February 1, 2011.

AUTHORIZING OFFICIAL

NOV 18 2010

DATE