



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee Members  
From: Nathan Lavery, Fiscal Analyst  
Date: March 21, 2014  
Subject: Grant/Position Request

Enclosed please find four (4) items that the Joint Fiscal Office has received from the administration. Six (6) limited service positions are associated with these items.

**JFO #2669** – Six (6) limited service positions in the Department of Children and Families. These positions will be responsible for cases in the Disability Determination Division, including claims receipt and eligibility decisions. The positions are 100% federally funded (salary and benefits) and funding has already been approved by the legislature.

*[JFO received 03/07/14]*

**JFO #2670** – Donation of 212 acres of land (appraised value: \$215,100) from Vermont Electric Power Company (VELCO) to the Vermont Department of Fish & Wildlife. This donation will preserve public access for hunting, fishing, and wildlife viewing. The donation is being made to satisfy a condition of the Public Service Board. Duck Stamp Fund monies (\$3,000) will be used to pay associated legal fees.

*[JFO received 03/14/14]*

**JFO #2671** – \$41,600 grant from WomanSafe, Inc. to the Vermont Department of State's Attorneys and Sheriffs. These funds will be used to hire (via contract) a part time Victim Advocate in the Addison County office for advocacy for victims of domestic and sexual violence.

*[JFO received 03/14/14]*

**JFO #2672** – \$10,000 grant from the National Alcohol Beverage Control Association to the Vermont Department of Liquor Control. These funds will be used to create and purchase wine bags containing educational messages (such as "Do Not Drink and Drive"). These bags will be distributed to first class establishments and then provided to customers who have purchased a bottle of wine and are taking the remainder of its contents home after their meal.

*[JFO received 03/14/14]*

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 April 4 we will assume that you agree to consider as final the Governor's acceptance of these requests.



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

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

Agency of Administration

SFO 2671

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

|   |              |  |                             |                      |                 |
|---|--------------|--|-----------------------------|----------------------|-----------------|
| <b>Grant Summary:</b>   |              | These grants will allow the State's Attorneys Office to respond more appropriately to people experiencing domestic, sexual, dating violence and stalking with regard to the criminal justice system. Additionally, the State's Attorneys Office will be able to advocate more effectively for victims of domestic and sexual violence. |                             |                      |                 |
| <b>Date:</b>  |              | 2/20/2014  |                             |                      |                 |
| <b>Department:</b>  |              | State's Attorneys & Sheriffs   |                             |                      |                 |
| <b>Legal Title of Grant:</b>  |              | OVW Domestic/Sexual/Dating Violence and Stalking Rural Grant and the OVW Community Defind Solutions Grant  |                             |                      |                 |
| <b>Federal Catalog #:</b>   |              | CFDA#16.589 - Rural; CFDA# 16.590 - CDS  |                             |                      |                 |
| <b>Grant/Donor Name and Address:</b>  |              | WomenSafe Inc, PO Box 67 Middlebury, VT 05753  |                             |                      |                 |
| <b>Grant Period:</b>  |              | <b>From:</b> 1/1/2014  |                             | <b>To:</b> 1/1/2016  |                 |
| <b>Grant/Donation</b>   |              | \$41,600   |                             |                      |                 |
|   | <b>SFY 1</b> | <b>SFY 2</b>   | <b>SFY 3</b>                | <b>Total</b>         | <b>Comments</b> |
| <b>Grant Amount:</b>  | \$20,800     | \$20,800   | \$                          | \$41,600             |                 |
| <b>Position Information:</b>  |              | <b># Positions</b>   | <b>Explanation/Comments</b> |                      |                 |
|   |              | 0  |                             |                      |                 |
| <b>Additional Comments:</b> Total grant amount is \$191,360; only \$41,600 is being awarded to SAO. |              |  |                             |                      |                 |
| <b>Has Vantage budget detail been reviewed and reconciled?</b>                                      |              | <input checked="" type="checkbox"/> Yes  | <input type="checkbox"/> No | HC (Analyst Initial) |                 |
| <b>Department of Finance &amp; Management</b>   |              |  |                             |                      | (Initial)       |
| <b>Secretary of Administration</b>  |              |  |                             |                      | (Initial)       |
| <b>Sent To Joint Fiscal Office</b>  |              |  |                             |                      |                 |

RECEIVED  
 3/11/14  
 MAR 11 2014  
 JOINT FISCAL OFFICE

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

| BASIC GRANT INFORMATION  |  |                 |              |                                     |
|--|--|-----------------|--------------|-------------------------------------|
| <b>1. Agency:</b>  | State's Attorneys & Sheriffs   |                 |              |                                     |
| <b>2. Department:</b>  | State's Attorneys  |                 |              |                                     |
| <b>3. Program:</b>   | WomenSafe OVW Rural Grant to address domestic/sexual/dating violence and stalking                          |                 |              |                                     |
| <b>4. Legal Title of Grant:</b>  | OVW Domestic/Sexual/Dating Violence and Stalking Rural Grant and the OVW Community Defined Solutions Grant |                 |              |                                     |
| <b>5. Federal Catalog #:</b>   | 16.589 - Rural; 16.590 CDS   |                 |              |                                     |
| <b>6. Grant/Donor Name and Address:</b><br>WomenSafe Inc PO Box 67 Middlebury, VT 05753  |  |                 |              |                                     |
| <b>7. Grant Period:</b>  | <b>From:</b>   | 1/1/2014        | <b>To:</b>   | 1/1/2016                            |
| <b>8. Purpose of Grant:</b><br>To allow the State's Attorneys Office to provide more appropriate responses from the criminal justice system to people experiencing domestic, sexual, dating violence and stalking and to provide adequate SAO victim advocacy for victims of domestic and sexual violence. |  |                 |              |                                     |
| <b>9. Impact on existing program if grant is not Accepted:</b><br>Victims of domestic and sexual violence will not have the SAO support that they require when going through the court process.  |  |                 |              |                                     |
| 10. BUDGET INFORMATION   |  |                 |              |                                     |
|  | <b>SFY 1</b>   | <b>SFY 2</b>    | <b>SFY 3</b> | <b>Comments</b>                     |
| <b>Expenditures:</b>   | <b>FY 2014</b>   | <b>FY 2015</b>  | <b>FY</b>    |                                     |
| Personal Services  | \$20,800   | \$20,800        | \$           | \$20 per hour for 20 hours per week |
| Operating Expenses   | \$   | \$              | \$           |                                     |
| Grants   | \$   | \$              | \$           |                                     |
| <b>Total</b>   | <b>\$</b>  | <b>\$</b>       | <b>\$</b>    |                                     |
| <b>Revenues:</b>   |  |                 |              |                                     |
| State Funds:   | \$   | \$              | \$           |                                     |
| Cash   | \$   | \$              | \$           |                                     |
| In-Kind  | \$   | \$              | \$           |                                     |
| Federal Funds:   | \$   | \$              | \$           |                                     |
| (Direct Costs)   | \$   | \$              | \$           |                                     |
| (Statewide Indirect)   | \$   | \$              | \$           |                                     |
| (Departmental Indirect)  | \$   | \$              | \$           |                                     |
| Other Funds:   | \$   | \$              | \$           |                                     |
| Grant (source )  | \$   | \$              | \$           |                                     |
| <b>Total</b>   | <b>\$20,800</b>  | <b>\$20,800</b> | <b>\$</b>    |                                     |
| <b>Appropriation No:</b>   | 2130100002   | <b>Amount:</b>  | \$41,600     |                                     |
|  |  |                 | \$           |                                     |
|  |  |                 | \$           |                                     |
|  |  |                 | \$           |                                     |

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

|  |              |          |
|--|--------------|----------|
|  |              | \$       |
|  |              | \$       |
|  |              | \$       |
|  | <b>Total</b> | \$41,600 |

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

**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: BK (initial)

| 12. Limited Service Position Information: | # Positions | Title                          |
|---|-------------|--------------------------------|
|   | 1           | Addison County Victim Advocate |
|   |             |                                |
|   |             |                                |
| <b>Total Positions</b>                    | 1           |                                |

**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: <u>[Signature]</u>    | Date: <u>1/30/14</u> |
|  | Title: <u>EXECUTIVE DIRECTOR</u> |                      |
|  | Signature: _____                 | Date: _____          |
|  | Title: _____                     |                      |

**14. SECRETARY OF ADMINISTRATION**

|   |  |                       |
|---|--|-----------------------|
| <input checked="" type="checkbox"/> Approved: | (Secretary or designee signature) <u>[Signature]</u> | Date: <u>02/27/14</u> |
|---|--|-----------------------|

**15. ACTION BY GOVERNOR**

|  |   |                      |
|--|---|----------------------|
| <input checked="" type="checkbox"/> Accepted | (Governor's signature) <u>[Signature]</u> | Date: <u>3/10/14</u> |
| <input type="checkbox"/> Rejected            |   |                      |

**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**

(\*) 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).

**Bernardini, Barbara**

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**From:** Naomi Smith [ns@womensafe.net]  
**Sent:** Tuesday, January 21, 2014 11:07 AM  
**To:** Bernardini, Barbara  
**Subject:** RE: WomenSafe Grant questions

Hi Barb,

The \$191,360 includes the investigator that is being paid by the City of Vergennes and not a State costs. So the breakdown for SAO is as follows:

Dennis Wygmans: \$26 per hour for 24 months beginning January 2014 through January 2016 at 40 hours per week = \$108,160. This is an estimate to include step increases in his salary. If this is not correct, please let me know so I can request a change from OVW in this amount.

SAO Victim Advocate: \$20 per hour for the same time period as above for 20 hours per week = \$41,600.

*This is the grant funding subject to approval NGL*

Let me know if you see a problem with any of these numbers and I will request adjustments from OVW.

Please feel free to give me a call if you would like to talk about this on my cell 349-8977.

Thanks for your patience Barb – I sincerely apologize for my slow responses to your requests.

Naomi

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**From:** Bernardini, Barbara [mailto:Barbara.Bernardini@state.vt.us]  
**Sent:** Monday, January 20, 2014 10:30 AM  
**To:** Naomi Smith  
**Subject:** RE: WomenSafe Grant questions

Hi Naomi,

No problem it happens. Thank you.

Barb

Barbara Bernardini  
Business Manager  
State's Attorneys and Sheriffs Department  
12 Baldwin Street  
Montpelier, VT 05633  
Telephone (802) 828-2892  
Fax (802) 828-2881  
[barbara.bernardini@state.vt.us](mailto:barbara.bernardini@state.vt.us)

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**From:** Naomi Smith [mailto:ns@womensafe.net]  
**Sent:** Monday, January 20, 2014 10:49 AM