



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee members
From: Sorsha Anderson, Senior Staff Associate
Date: May 29, 2024
Subject: Grant– JFO #3203

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

JFO #3203: \$420,297.00 to the Vermont Agency of Human Services, Department of Health from the U.S. Environmental Protection Agency. Funds to provide education and technical assistance to childcare facilities serving immigrants, refugees and asylum seekers/aslyees to improve health and the environment by increasing the supply, demand and use of safer and more sustainable products. *[Received May 20, 2024]*

Please review the enclosed materials and notify the Joint Fiscal Office (Sorsha Anderson: sanderson@leg.state.vt.us) if you have questions or would like this item held for legislative review. Please submit concerns by **June 12, 2024**, or we will assume that you agree to consider as final the Governor's acceptance of this request.



Department of Health
Office of the Commissioner
108 Cherry Street – PO Box 70
Burlington, VT 05402-0070
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[phone] 802-863-7280
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Agency of Human Services

MEMORANDUM

To: Jenney Samuelson, Secretary of Human Services

From: Mark Levine, MD, Commissioner of Health

Re: Request for Grant Acceptance of Promoting Safer Cleaning, Sanitizing and Disinfecting in Child Care Programs Serving Immigrants, Refugees, and Asylum Seekers/Asylees

Date: 3/21/24

I am pleased to report that the Department of Health has received a grant named *Promoting Safer Cleaning, Sanitizing and Disinfecting in Child Care Programs Serving Immigrants, Refugees, and Asylum Seekers/Asylees* from the U.S. Environmental Protection Agency for the project called Pollution Prevention (P2). This award totals \$420,297.00 with a performance period from February 1, 2024 - January 31, 2026.

The purpose of this grant award is to provide technical assistance using pollution prevention practices to address environmental justice concerns and improve human health and the environment in disadvantaged communities.

Please find enclosed a Grant Acceptance Request (AA-1) for your review and approval.

Cc: Rich Donahey, AHS Chief Financial Officer





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**

Grant Summary:		VDH receiving \$420,297 from the EPA to provide technical assistance to childcare providers serving immigrants, refugees, and asylum seekers/asylees on health issues associated with conventional cleaning, sanitizing, and disinfecting products.			
Date:		4/26/2024			
Department:		AHS VDH			
Legal Title of Grant:		Promoting Safer Cleaning, Sanitizing and Disinfecting in Child Care Programs Serving Immigrants, Refugees, and Asylum Seekers/Asylees			
Federal Catalog #:		66.708			
Grant/Donor Name and Address:		U.S. Environmental Protection Agency 1201 Constitution Ave NW Washington DC 20004			
Grant Period:		From:	To:		
		2/1/2024	1/31/2026		
Grant/Donation		\$420,297			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$42,030	\$378,267	\$	\$420,297	
Position Information:	# Positions	Explanation/Comments			
	0				
Additional Comments:					
Department of Finance & Management		Digitally signed by Adam Greshin Adam Greshin DN: cn=Adam Greshin, o=State of Vermont, ou=Department of Finance & Management, email=agreshin@state.vt.us, c=US 14:30:49 -0400		(Initial)	
Secretary of Administration		Digitally signed by Sarah Clark Sarah Clark DN: cn=Sarah Clark, o=State of Vermont, ou=Department of Administration, email=sclark@state.vt.us, c=US 04AB832CD55C438...		(Initial)	
Sent To Joint Fiscal Office				Date	



Grant Summary: Pollution Prevention (P2)

The Department of Health has received a grant from the U.S. Environmental Protection Agency providing \$420,297 for a two-year project period. The purpose of the Pollution Prevention Grant: Environmental Justice Through Safer and more Sustainable Products is to provide pollution prevention (P2) technical assistance to businesses (e.g., information, training, expert advice) to improve human health and the environment in disadvantaged communities by increasing the supply, demand, and use of safer and more sustainable products.

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

BASIC GRANT INFORMATION				
1. Agency:	Agency of Human Services			
2. Department:	Department of Health			
3. Program:	Pollution Prevention (P2)			
4. Legal Title of Grant:	Promoting Safer Cleaning, Sanitizing and Disinfecting in Child Care Programs Serving Immigrants, Refugees, and Asylum Seekers/Asylees			
5. Federal Catalog #:	66.708			
6. Grant/Donor Name and Address:	U.S. Environmental Protection Agency 1201 Constitution Ave NW Washington, DC 20004			
7. Grant Period:	From:	2/01/2024	To:	1/31/2026
8. Purpose of Grant:	The purpose of this grant award is to provide technical assistance using pollution prevention practices to address environmental justice concerns and improve human health and the environment in disadvantaged communities.			
9. Impact on existing program if grant is not Accepted:	None			
10. BUDGET INFORMATION				
	SFY 24	SFY 25		Comments
Expenditures:				
Personal Services	\$4,807	\$43,260		
Operating Expenses	\$3,750	\$33,750		
Grants	\$33,473	\$301,257		
Total	\$42,030	\$378,267		
Revenues:				
State Funds:				
Cash				
In-Kind				
Federal Funds:				
(Direct Costs)	\$40,587	\$365,276		
(Indirect Costs)	\$1,443	\$12,991		
Other Funds:				
Total	\$42,030	\$378,267		
Appropriation No:	[VDH appropriation]	SFY 24	SFY 25	
3420021000	Public Health	\$40,000	\$360,000	
3420010000	Administration	\$2,030	\$18,267	

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

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: Mark Levine, MD Agreed by: MAL (initial)

12. Limited Service Position Information:	# Positions	Title
N/A	[whole number only, even if requesting less than full FTE]	[position title per F&M GRANT REVIEW FORM]
Total Positions	N/A	

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: *Mark Levine* Date: 3/21/2024
 Title: Commissioner

Signature: *Verna W. Dulong* Date: 4/23/2024
 Title: 8496A7D65AC0E8...

14. SECRETARY OF ADMINISTRATION

Approved: *SC* (Secretary or designee signature) *Sarah Clark* Date: 4/29/2024 | 8:51:17 E
DocuSigned by: 04AB832C055C438

15. ACTION BY GOVERNOR

Check One Box: Accepted *[Signature]* Date: 5/16/24
(Governor's signature)

Rejected

16. DOCUMENTATION REQUIRED

- Required GRANT Documentation**
- Request Memo
 - Dept. project approval (if applicable)
 - Notice of Award
 - Grant Agreement
 - Grant Budget
 - Notice of Donation (if any)
 - Grant (Project) Timeline (if applicable)
 - Request for Extension (if applicable)
 - 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).

	U.S. ENVIRONMENTAL PROTECTION AGENCY Cooperative Agreement	GRANT NUMBER (FAIN): 84072001 MODIFICATION NUMBER: 0 PROGRAM CODE: 4U	DATE OF AWARD 02/12/2024
		TYPE OF ACTION New	MAILING DATE 02/15/2024
		PAYMENT METHOD: ASAP	ACH# 10137
		RECIPIENT TYPE: State	
RECIPIENT: Vermont Agency of Human Services 280 State Drive Waterbury, VT 05671-9501 EIN: 03-6000264		PAYEE: Vermont Agency of Human Services 280 State Drive Waterbury, VT 05671-9501	
PROJECT MANAGER Michelle Thompson 108 Cherry St. Burlington, VT 05401-4295 Email: michelle.e.thompson@vermont.gov Phone: 802-951-5732	EPA PROJECT OFFICER Brian Clapp 1201 Constitution Ave NW Washington, DC 20004 Email: Clapp.Brian@epa.gov Phone: 202-564-8838	EPA GRANT SPECIALIST Shana Etheridge 1200 Pennsylvania Ave. NW 3903R Washington, DC 20460 Email: Etheridge.Shana@epa.gov Phone: 202-564-9777	
PROJECT TITLE AND DESCRIPTION Promoting Safer Cleaning, Sanitizing and Disinfecting in Child Care Programs Serving Immigrants, Refugees, and Asylum Seekers/Asylees This Infrastructure Investment and Jobs Act (IIJA) assistance agreement will provide technical assistance (e.g., information, training, expert advice) using P2 practices to address environmental justice concerns and improve human health and the environment in disadvantaged communities. Specifically, the project work intends to support childcare providers serving immigrants, refugees, and asylum seekers/asylees in Vermont. The priorities and goals of the P2 grant are: reaching out to and working with community partners to identify and train childcare providers on health issues associated with conventional cleaning, sanitizing, and disinfecting products. The technical assistance anticipated under the grant is expected to provide the following P2 deliverables, and anticipated outputs and outcomes to support targeted disadvantaged communities. Specifically, the grantee anticipates providing: improved indoor air quality and reduced hazardous exposures in Burlington-Winooski area childcare facilities, one of the more polluted areas in Vermont. Subaward to Informed Green Solutions to develop, update and translate training materials and factsheets and to provide in-person technical assistance to child care providers including evaluations and product demonstrations.			
BUDGET PERIOD 02/01/2024 - 01/31/2026	PROJECT PERIOD 02/01/2024 - 01/31/2026	TOTAL BUDGET PERIOD COST \$ 420,297.00	TOTAL PROJECT PERIOD COST \$ 420,297.00
NOTICE OF AWARD Based on your Application dated 06/20/2023 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$ 420,297.00. EPA agrees to cost-share 100.00% of all approved budget period costs incurred, up to and not exceeding total federal funding of \$ 420,297.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.			
ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)		AWARD APPROVAL OFFICE	
ORGANIZATION / ADDRESS Environmental Protection Agency, Grants and Interagency Agreement Management Division 1200 Pennsylvania Ave, NW Mail code 3903R Washington, DC 20460		ORGANIZATION / ADDRESS Environmental Protection Agency, OCSPP OCSPP - Office of Chemical Safety and Pollution Prevention 1200 Pennsylvania Ave, NW Mail code 3903R Washington, DC 20460	
THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY			
Digital signature applied by EPA Award Official Barbara Proctor - Associate Award Official			DATE 02/12/2024

EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$ 0	\$ 420,297	\$ 420,297
EPA In-Kind Amount	\$ 0	\$ 0	\$ 0
Unexpended Prior Year Balance	\$ 0	\$ 0	\$ 0
Other Federal Funds	\$ 0	\$ 0	\$ 0
Recipient Contribution	\$ 0	\$ 0	\$ 0
State Contribution	\$ 0	\$ 0	\$ 0
Local Contribution	\$ 0	\$ 0	\$ 0
Other Contribution	\$ 0	\$ 0	\$ 0
Allowable Project Cost	\$ 0	\$ 420,297	\$ 420,297

Assistance Program (CFDA)	Statutory Authority	Regulatory Authority
66.708 - Pollution Prevention Grant Program	Pollution Prevention Act of 1990: Sec. 6605 & Infrastructure Investment and Jobs Act (IIJA) (PL 117-58)	2 CFR 200, 2 CFR 1500 and 40 CFR 33

Fiscal									
Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
-	2469NCN003	23	E1SD	69N	000C13X91	4183	-	TBTPPZP	\$ 420,297
									\$ 420,297

Budget Category	Budget Items	Total
Personnel	<p>Public Health Industrial Hygienist at 0.075 FTE for two years – \$14,656 (year 1 salary \$96,262, year 2 salary \$99,150)</p> <p>Communications Coordinator at 0.05 FTE for two years – \$5,964 (year 1 salary \$58,760, year 2 salary \$60,523)</p>	\$20,620
Fringe Benefits	<p>The actual cost of fringe benefits (not a fringe benefit rate) will be reported as a direct cost. The actual cost of fringe benefits varies from employee to employee based on salary, employee choice of health care plan, and employee election of certain other benefits. The usual, major components of this cost are FICA, retirement, and a portion of the actual costs of the medical, dental and life insurance coverage selected by the employee. The cost of each employee's fringe benefits will be allocated to the program based on hours worked in the program relative to all hours worked by the employee. The estimate provided is based on the current cost of fringe benefits for these positions which is roughly 63% for each position.</p>	\$13,013
Travel	<p>In State (\$200): In-person evaluations, trainings, meetings and events will require in-state travel by the Public Health Industrial Hygienist. The estimated cost of this in-state travel is based on 10 trips at roughly 30 miles round trip at 65.5 cents per mile.</p> <p>Out of State (\$2400): Travel to EPA National and Regional P2 Grantee Meetings. The estimated cost of this out of state travel is based on cost to attend one three-day national meeting in Washington D.C. [airfare (\$400), airport parking (\$12) x4 days, baggage (\$100), ground transportation (\$10), hotel (\$225) x3 nights, meals (\$74 GSA rate) x4 days, mileage to/from airport (\$20)], and one one-day regional meeting [rental car (\$45) x2 days, gas for rental car (\$50), hotel (\$225) x2 days, parking (\$20) x2 days, meals (\$74 GSA rate) x3 days].</p>	\$2,600
Equipment	N/A	\$0
Supplies	N/A	\$0
Contractual	<p>Contract with the Vermont Language Justice Project to create videos that describe the cleaning products used by child care providers, why they use them, what the health impacts are, and what safer products are that can be used both in the child care facility and at home. This funding is estimated to cover content for two 3-to-5-minute videos produced in 10+ languages (\$30,000).</p> <p>Contract with Propio to translate roughly 10 factsheets into three languages at \$150 per factsheet (\$4,500).</p>	\$34,900

	Contract with AALV to provide interpretation services at an estimated 3 to 4 events/meetings at \$100 per two hour long event/meeting (\$400).	
Construction	N/A	\$0
Indirect Costs	The Health Department uses a Cost Allocation Plan, not an indirect rate. The Health Department is a department of the Vermont Agency of Human Services, a public assistance agency, which uses a Cost Allocation Plan in lieu of an indirect rate agreement as authorized by OMB Circular A-87, Attachment D. This Cost Allocation Plan was approved by the US Department of Health and Human Services effective October 1, 1987. A copy of the original approval and a copy of the most recent approval letter are attached. The Cost Allocation Plan summarizes actual, allowable costs incurred in the operation of the program. These costs include items which are often shown as direct costs, such as telephone and general office supply expenses, as well as items which are often included in an indirect rate, such as the cost of office space and administrative salaries. These costs are allocated to the program based on the salaries and wages paid in the program. Because these are actual costs, unlike an Indirect Cost Rate, these costs will vary from quarter to quarter and cannot be fixed as a rate. Based on costs allocated to similar program, this is currently estimated at 70% of the direct salary line item.	\$14,434
Other	Subaward to Informed Green Solutions to develop, update and translate training materials and factsheets and to provide in-person technical assistance to child care providers including evaluations and product demonstrations (\$332,730). Contract with various environmental justice partners to attend meetings, assist in identifying and connecting with child care providers, and advise on material customization (\$2,000).	\$334,730
Total		\$420,297